

**APPROVED MINUTES OF THE MEETING OF HERITAGE WESTERN CAPE,
HERITAGE OFFICERS' MEETING
Held on Monday, 15 September 2025 at 08:30 via MS Teams**



1. Opening and Welcome

The Chairperson, Ms Stephanie Barnardt-Delport officially opened the meeting at 08:36 and welcomed everyone present.

2. Attendance

Members

Ms. Stephanie Barnardt-Delport	Chairperson, Specialist Heritage Officer	SB
Emily Jane Vowles	Heritage Officer	EJV
Mr. Ruan Brand... <i>left at 10h05</i>	Specialist Heritage Officer	RB
Ms. Sneha Jhupsee... <i>left at 10h05</i>	Specialist Heritage Officer	SJ
Ms. Sofia Briel	Heritage Officer	SVB
Ms. Chane Herman	Heritage Officer	CH
Ms. Chiara Singh	Heritage Officer	CSI

Staff

Ms. Waseefa Dhansay	Assistant Director	WD
Ms. Nosiphiwo Tafeni	Back-up	NT
Ms. Aneeqah Brown	Secretariat	AB
Ms. Yusrah Hoosain	I&APs group chat	YH

Legal Advisor

Ms. Penelope Meyer	Deputy Director	PM
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Observers

Sihlo Hope

Visitors

Andre Vercuil
Charyke van Wyk
Phillip Loots
Pieter Malan
Marchel April
Maryna Pretorius
Lydia Barella
Jonathan Kaplan

Capacity

heritage practitioner
resident
Architect
Owner
Prince Albert Conservation Body
Prince Albert Conservation Body
Prince Albert Conservation Body
Heritage Consultant

Item

13.2 & 13.10
13.1
13.5 & 13.6
13.5 & 13.6
13.5 & 13.6
13.5 & 13.6
13.5 & 13.6
14.23

3. Apologies

Ms. Corne Alexander	Specialist Heritage Officer	CN
Ms. Xola Mlwandle	Heritage Officer	XM

Absent

None

4. Acceptance of the Code of Conduct

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

5. Approval of Agenda

The Committee resolved to approve the agenda of 15 September 2025.
CH moved to adopt the agenda and EJV seconded.

6. Approval of Minutes of the Previous Meeting

6.1. The Committee resolved to approve the minutes of 1 September 2025.
SVB moved to approve the minutes and CSI seconded.

6.2. The Committee resolved to approve the minutes of 8 September 2025.
CH moved to approve the minutes and EJV seconded.

7. Disclosure of conflict of interest

8. Confidential matters

None.

9. Standing Items

9.1. Site inspections undertaken

9.1.1 Portion of Farm 908; Portion of Farm 1128; Portion of Farm 1130-RE, Tokai Arboretum, Tokai – 9 September 2025 (EJV)

FOR NOTING

The Committee notes the site inspection that was undertaken on 9 September 2025.

9.2 Proposed Site Inspections

9.2.1 None

9.3 Site Inspection Reports

9.3.1 Portion of Farm 908; Portion of Farm 1128; Portion of Farm 1130-RE, Tokai Arboretum (EJV)

- On Tuesday 9 September, HWC officials Emily-Jane Vowles, Sofia Briel, and Waseefa Dhansay undertook a site inspection of the Tokai Arboretum Provincial Heritage Site (PHS) following a report the week earlier that two eucalyptus trees on the property had been ringbarked. This report noted ongoing neglect of the Arboretum causing concerns amongst I&APs, namely TreeKeepers and Parkscape.
- HWC official Emily-Jane Vowles engaged via email with Arboretum volunteers, SANParks, and representatives from the Department of Forestry, Fisheries, and the Environment (DFFE) to get a better understanding of the condition of the Arboretum and the legislation under which it is managed. This engagement revealed that the Arboretum had been subject to two burning events in the past decade, and had not management plan in place despite ongoing efforts to bring one into effect. This management plan would have to account for a number of legislations in effect on the site including the NHRA, NEMBA, and NFA. It became increasingly apparent in communications with SANParks, DFFE, volunteers, and representatives of Parkscape and TreeKeepers that there was considerable stakeholder interest in the site as well as ‘competing’ legislations for its oversight. This resulted in highly variable concepts of how the Arboretum should be managed, who should have oversight of this management, and what conservation of the site entails and how it is enacted in this context.
- HWC officials were met on site by representative of SANParks who noted the following:
 - The map appended to the gazette notice delineates the boundaries of the PHS. The historic trees within are physically tagged and accounted for. The eucalyptus trees ringbarked by volunteers do not fall within the boundaries as illustrated on the map; boundaries incorrectly detailed on the City Map Viewer. The eucalyptus trees are what remains of a plantation of pine and eucalyptus felled after the 2015 fire by MTO. They constitute

invasive, alien vegetation that must be removed in terms of NEMBA. Ringbarking is not SANParks preferred method and it was done without their oversight.

- Without an overarching management plan, SANParks do not have a clear objective for the Arboretum. They do not know whether to support the growth of indigenous vegetation within the PHS or to limit this growth in favour of the integrity of the historic plantation.
- In the decade since the 2015 fire, fynbos has proliferated across the site of the non-historic, felled eucalyptus and pine plantation. It was remarked on site that this serves as an interesting contrast to the Arboretum to the east. Where the fynbos is characteristic of the natural Cape vegetation returning to this landscape, the Arboretum is an element of the colonial project and remains 'foreign' to the landscape despite having been planted over a century ago.
- The process of drafting a management plan had been launched to address the condition of the Arboretum, ensure it was managed in compliance with all of the acts in effect on the site, as well as to establish and refine the intentions for its management and relationship with the community. A tender process had been initiated. The draft plan would then be subject to extensive public participation, inclusive of the stakeholders identified in HWC's correspondence with parties prior to the site inspection. HWC confirmed that an overarching management plan inclusive of the provisions of the NHRA, NEMBA, and NFA would be preferred to a Conservation Management Plan (CMP) in terms of the NHRA alone. The latter would be too limited in scope for a site that requires consideration through both heritage and environmental lenses.
- The Committee resolved to endorse the site inspection report and recommendations therein.

9.4 Preparation for upcoming Committee meetings

9.4.1 BELCom – 17 September 2025

9.4.2 HOMs – 22 September 2025

9.5 Tribunal Updates (Legal)

9.5.1 None

9.6 Interim and Close out Reports

9.6.1 Erf 157, 7 Jameson Street, Laaiplek (EJV)
Case No: HWC25061703EJV0617

- On 18 June 2025, HOMs resolved to issue an emergency s36 permit for the recovery of human remains found during construction on Erf 157, 17 Jameson Street, Laaiplek subject to conditions inclusive of the submission of a close-out report. The submission deadline was extended until the end of August 2025 and submitted a week over this deadline on 8 September.
- The close-out report was prepared by Jonathan Kaplan. It notes that no pre-colonial burials have been found in Laaiplek until this recent unburial. KhoeSan burials are known to occur from St Helena Bay and Paternoster, south of Laaiplek, and from Elands Bay roughly 80km north of Laaiplek.
- The human remains were unburied at a depth of roughly 50cm by a back excavator. The cranium, upper and lower jaw, sacrum and a few vertebrae were collected by SAPS at the time and the remainder of the individual was considered to still be in situ or in the spoil. Scattered fragments of weathered shellfish were found likely as the result of fluctuating sea levels and no cultural material was found.
- The spoil was wet sieved over a two day period. It recovered 70-80% of the human remains and noted some shellfish, charcoal, and quartz and quartzite material. Some of the bone was charred and associated with grey ashy deposits. As no cremation has been identified in the pre-colonial record, it is presumed that the shallow burial may have been impacted by a veld fire.
- Based on the images provided, Dr Friedling of UCT suggested that the human remains appear to be that of a KhoeSan male with an estimated age of between 30-40 years at the time of death. The break/fracture in the skull was likely the result of damage from the excavator rather than blunt trauma.

- The remainder of the earthworks on site were monitored by ACRM and no archaeological material was noted.

ENDORSEMENT

The Committee resolved to endorse the close-out report titled “Report on the recovery of human remains from Erf 157 Laaiplek, near Velddrif”, dated August 2025, and prepared by Jonathan Kaplan, as having met conditions 1, 2, and 3 of the HWC issued permit, dated 18 June 2025.

The 4th condition, namely that a 60-day consultation period is to be undertaken by a suitably qualified heritage practitioner alongside the property-owner/developer with I&APs to determine the provenance of the human remains and the reburial to be undertaken within 6 months of the issuing of the permit, remains outstanding until further notice.

9.6.2 Erf 175934, 344 Victoria Road, Salt River (CH)

Case No.: HWC25041003CH0425

- 2nd interim report for the proposed emergency repairs to the Rex Trueform Factory Complex.
- The report provides a general update from the previous endorsed work and area specific updated regarding the windows, roof edge capping, doors, exterior paint colour, wall tiles, an updated on the demolition and murals mosaics etc.,
- General updates:
 - All asbestos has been removed from the site;
 - Steel purlins have been installed on the saw-tooth roof;
 - The box gutters have been replaced.
 - Scaffolding was erected along the Main Road façade for plaster removal and to undertake the structural assessment and to repair cracks etc.;
 - A demolition permit was granted from CoCT and the demolition of the non-heritage portion of the building that was endorsed previously by IACOM. A slightly lesser extent of demolition is being undertaken to stay out of the HPOZ area and to ensure that sufficient structure is retained for the future new infill building to be properly connected to the retained structure;
 - The pill-shaped glass window has been removed and is in the factory for re-instatement; and
 - Some explorative structural work has been undertaken on the curved staircase, with some of the black tiles removed and set aside for reinstatement where possible. A replacement black tile has been sourced for areas requiring new infill tiles.
- Area specific updates based on the endorsed work:
 - Steel windows: All façade windows towards the front section of the building are currently being repaired and restored like-for-like.
 - Saw-tooth roof clerestory windows: These windows (originally steel) are being replaced with aluminium as previously endorsed by HOMs. The glazing beads will face outwards to closely replicate the visual qualities of steel frames.
 - Pill-shaped window facing Victoria Road: Previously HWC (HOMs) endorsed the methodology for the removal of this window and for analysis at JCC Glass CC. A method statement was provided on pages 15 and 16 of the interim report. The glass was analysed at the factory. The existing window is low iron glass that was made clear/transparent. The low iron 6.38mm glass will be used on the replacement. The original frame was timber clad externally by aluminium. The new frame will be aluminium and will from the exterior look the same as the original and the interior of the frame will be timber to blend in with the timber wall panelling.
 - RC beam lintol above the window: Propping has been installed for the repair work. Additional vertical support is required. This support will be positioned on the alignment of the existing mullions within the windows.
 - Steel windows to the west of the front balcony: HWC endorsed the insertion of steel posts to stabilize the deflecting beam above the opening. Shop drawings have been provided for endorsement.

- Curved corner window on Victoria and Queenspark Road: The design principles of this window included retaining existing fabric as much as possible, visual and material coherence where fabric must be replaced and where changes occur it must ensure safety, longevity of the staircase and best practice codes (details provided in section E of the report).
- Exterior paint colour: It was agreed to keep the paint colour for the rep-plastered walls neutral
- Wall tiles: Some of the tiles have been salvaged and will be reused. Where new tiles are required, it will be sourced to match the existing.
- Murals, mosaics etc: Care has been taken to protect it during the build. Mosaics on the front façade have been boarded up to ensure that it was not impacted by the surrounding works.

INTERIM COMMENT

The Committee noted the interim report titled "Reporting on the progression of work and matters requiring endorsement of Heritage Western Cape, Emergency Repairs to the Rex Trueform Factory Complex, 344 Victoria Road, Salt River, Erf 175934" dated September 2025, and prepared by Ms. Claire Abrahams (Heritage Practitioner), as adhering to the conditions of the HWC issued permit, dated 2 May 2025.

The following is endorsed:

1. Endorsement of the methodology for re-making the pill-shaped window with the original mesh.
2. Endorsement of the shop drawings that have been provided by Metal Windows for the Western Balcony window.
3. Approval of the drawings for the proposed structural repairs and replacement of fabric within the curved staircase window.
4. Approval of the relocation of the meranti doors in the c1944 location within the balcony area

9.7 Incomplete Applications

9.7.1 Matters Arising: 13.13

9.7.2 New Matters: 14.3, 14.5, 14.7, 14.8, 14.9, 14.10, 14.13, 14.16, 14.17, 14.18, 14.20, 14.31, 14.32, 14.33, 14.34, 14.35, 14.36, 14.37, 14.39

9.8 Decisions taken under ASD delegation

9.8.1 Matters Arising: 13.1, 13.3, 13.7, 13.8, 13.9, 13.11, 13.18, 13.19

9.8.2 New Matters: 14.1, 14.2, 14.4, 14.12, 14.26, 14.27, 14.30

9.8.3 **(14.26) Erf 177447, Desmond and Leah Tutu House, 11 Buitenkant Street, Cape Town, S27-Minor Works**

Case No: HWC25080102SJ0901

- Permit issued on 10 September 2025.

9.9 Exemption Notice 9051 of 2025: NCW graded within CoCT

9.9.1 Matter Arising: None

9.9.2 New Matters: 14.6, 14.15

9.10 Archaeological Matters

9.10.1 None

9.11 Illegal Works Database: Stop Works Orders issued

9.11.1 None

9.12 Permit deadline:

9.12.1 16 September 2025 @ 15h00

9.13 SAHRIS rollout feedback (RB)

9.13.1 The SAHRIS Engagement is set for Friday, 19 September 2025. The SAHRIS admin team, with the developers, have a draft Built Environment as well as a draft APM/BGG form on the staging site. Ruan will be provided access in due course and these will be polished further (alpha tested) before officers are invited to beta test them. The official Drupal 10 upgrade is scheduled for 2 October 2025. After this, many of the functions that HWC requires should be on the system.

10 Administrative Matters

10.1 Portion 2 and Rem Farm 544, Macassar

Case No: 15071403WD0721E

- HOMs to determine if a new NID is required given the amends – the amendments is within the existing footprint of the mining area.
- Previous and more recent application (S38(8)) (25222SB0521) – Pipeline – committee resolved no further studies.
- This is for the amended to proposed on Rem of Farm 544 & Farm 544/2, Olympic Sand Mine located inland of the coast immediately south of the Sandvlei Smallholdings, urban area northeast & Macassar Beach Resort to the east. Baden Powell Drive & Khayelitsha to the west, Macassar (S38-NID)
- There is no record of decision on the previous NID, furthermore, there is no record of the application on MyContent.
- The committee resolved the new NID application is required.

10.2 Erf 1061-RE, 12 Main Road, Hout Bay

Case No: HWC24091804EJV0818

- On 6 December 2024 BELCom resolved not to approve the total demolition as the green-roofed structure warranted retention. Other structures on site were approved for demolition but BELCom requested that an amended development proposal be submitted prior to the issuing of the partial demolition permit.
- This decision was appealed but the Appeals Committee on 4 June 2025 resolved not to accept the application for condonation and did not hear the appeal.
- An appeal was lodged with the Tribunal and the set down is scheduled for Friday, 19 September.
- An amended development proposal was also submitted in compliance with the BELCom decision and is scheduled to be heard on Wednesday, 17 September.
- WD and PM confirmed that the BELCom matter would need to be removed as the processes cannot run concurrently. A new s34 application would need to be submitted to HWC for review once the Tribunal decision had been issued.

11 Monitoring by practitioner

11.1 None

12 Discussion of the agenda

12.1 (13.16) Erf 52267- Re, Livingstone High, 100 Imam Haron Road, Claremont, S34-Permit Extension
Case No: HWC25082008SJ0822

MATTERS TO BE DISCUSSED

13. MATTERS ARISING

13.1 Erf 358, 1 Voortrekker Road, Somerset West, S34-Total Demolition Case No: HWC25053002CH0730

Ms Chane Herman introduced the item.

CASE SUMMARY

- Outstanding information received on 3 and 4 September 2025.
- Not Graded outside HPO
- Proposal is to demolish the existing ruin structures on site.
- Work has not started
- CoCT recommends a grading of NCW and supports the application. CoCT noted that the structures formed part of the historic context of Somerset West with some intact fabric. The NCW grading is proposed based on the structures condition, loss in potential heritage value and contribution towards a greater context including the proximity to the Lourens River.
- HRF stated that they will reserve their comment until the structures have been graded by the City.
- HRF's comment was provided after the City commented.

FOR NOTING

The application was dealt with under the ASD delegation under item 9.8.

The ASD in consultation with the relevant specialist staff resolved to approve the total demolition as there is insufficient heritage significance to warrant retention.

CH

13.2 Erf 567, corner of Hedge & Gordon Streets, Knysna, S34-Additions & Alterations Case No: HWC25052005CH0731

Ms Chane Herman introduced the item.

Andre Vercueil was present and took part in the discussion.

DISCUSSION

- Outstanding information received on 8 September 2025.
- Graded IIIB according to the Knysna survey outside HPO
- Proposal is to regularize the deviations made on site from the previous 2019 approved plans. Section 7.3 of the heritage report outlines the work that was done without a permit and various areas of work that was omitted.
- Work still to be done includes:
 - A timber deck and planted on the southern site of the main building will be removed to make way for on-site parking;
 - Existing entrance to parking will be removed to accommodate the new parking layout
- Work has
- Previous permits:
 - (1) 2 October 2013 (130521JW27E) for additions
 - (2) 22 July 2019 (19062005AS0627E) for A&A and partial demolition.
- Knysna Municipality supports and has comments regarding the planting on the boundary fence to hide the proposed store.
- Knysna Historical Society supports.

- SvdS Foundation supports

COMMENT

HWC does not condone unauthorized work. The committee resolved to issue a Section 51 letter, as the proposed work did not negatively impact the heritage resource.

CH

13.3 Erf 613, 8 Hoop Street, De Rust, S34-Additions & Alterations

Case No: HWC25072404CN0801

Ms Chane Herman introduced the item.

CASE SUMMARY

- Outstanding information received on 1, 4 and 5 September 2025.
- Not graded outside HPO
- Proposal is for an addition of a double garage to the left of the existing dwelling. According to the form, a lean-to new 5 Degree Corrugated Iron roof will be built and installed between over the existing back wall and
- new parapet wall in front typical of the De Rust Vernacular to let the new Garage fit in seamlessly with the existing Architectural Language
- Work has not started.
- Oudtshoorn Municipality supports.
- Oudtshoorn Heritage supports and suggests that the parapet wall of the setback portion between the existing house and new garage be lowered to accentuate the break between old and new.

FOR NOTING

The application was dealt with under the ASD delegation under item 9.8. The ASD in consultation with the relevant specialist staff resolved to approve the application as the proposal does not negatively impact on heritage resources.

CH

13.4 Erf 998, 16 Virginia Avenue, Vredehoek, S34-Minor Works

Case No: HWC24090405CH0529

Ms Chane Herman introduced the item.

DISCUSSION

- Outstanding information received on 27 August 2025, 4 September and 9 September 2025. CIBRA comment required.
- Graded IIIB outside HPO
- Proposal is to extend the garage to be in line with the existing garage on site. The garage is older than 60 years (pre-1953).
- Work has not started.
- CoCT does not support the new garage and states that it will detract from the streetscape of Virginia Avenue and sterilize the sites interface with the street.
- CIBRA supports.

FURTHER REQUIREMENTS

The Committee resolved to request the following further requirements:

1. Applicant to provide a written response to the objections received from CoCT.
2. All I&APs to be invited to HOMs.

CH

13.5 Farm 10154, R328 R407, Weltevrede Road, Prince Albert, S34-Total Demolition
Case No: HWC25070304CH0801

Ms Chane Herman introduced the item.

Phillip Loots and Maryna Pretorius were present and took part in the discussion.

DISCUSSION

- Outstanding information received on 12 and 14 August 2025 and 4 September 2025.
- 1st application
- Not graded (unknown) outside HPO
- Proposal is to demolish the existing structure.
- The demolition was completed by the current owner due to health and safety risks as a result of fire and flood damage in 2024.
- Prince Albert Municipality stated that they do not provide comment on applications, it is only PACF that provides comment.
- PACF noted that the structures were on the Scholtzkloof Farm - one of the oldest loan farms in Prince Albert with continuous occupation since 1762. The structures (cottage and barn) were examples of Victorian architecture. PACF noted that the unauthorized work commenced in August 2023 and had continued despite a stop works being issued by a Municipal building inspector in February 2025. PACF does not support the demolition of the Victorian cottage and barn particularly because it occurred without any record of photographic evidence.
- Applicant's response: Owner acquired the property on 31 March 2024 and therefore the work witnessed may have been done by the previous owner. The demolished structures were in an unsalvageable state due to fires inside the building, damaged roof trusses, collapsed roof, severe cracked walls and unstable foundations. The structures were damaged severely by a flood in 2024 rendering the building to be unsafe for human occupation.
- All I&APs have been invited to attend HOMs on 15 September 2025.

COMMENT

HWC does not condone unauthorised work. The committee resolved to issue a Section 51 letter, as the proposed work did not negatively impact the heritage resource.

CH

13.6 Farm 10154, R328 R407, Weltevrede Road, Price Albert, S34-Additions & Alterations
Case No: HWC25070303CH0801

Ms Chane Herman introduced the item.

Phillip Loots and Maryna Pretorius were present and took part in the discussion.

DISCUSSION

- Outstanding information received on 14 and 29 August 2025 and 9 September 2025.
- 2nd application
- Not graded (unknown) outside HPO.
- Proposal is A&A to the Victorian opstel. The work includes internal alterations, maintenance, reconstruction of the pool, extension of the verandah and to extend the 1980s freestanding entertainment room.
- Work applied for has already been completed.
- Prince Albert Municipality stated that they do not provide comment on applications, it is only PACF that provides comment.
- PACF provided comment stating that they observed the unauthorized building activities done by the new owner since August 2023 despite a stop works order issued by the municipal building inspector in February 2025. PACF notes that the Scholtzkloof Farm is one of the oldest

loan farms in Prince Albert and has a rich and complex history. PACF notes that the first alterations included replacing timber sash windows in the front facade with aluminium, removing and bricking up of windows and the insertion of new windows. PACF does not support the removal of the two large Victorian window sashes, which have been bricked up in the western wall, as well as the unsanctioned alteration of the symmetrical Victorian sashes on the front façade, replaced with aluminium windows.

- Applicants response: The property was only transferred to the new owner on 31 March 2024 and therefore the prior unauthorized activities (in 2023) were actioned under the previous owner. The architectural style of the house is Edwardian not Victorian. The current owners did enquire from the previous owners in writing if the structure has any heritage significance - the architects were appointed at this stage and confirmed that the building has no heritage value and that minor works had already occurred i.e., the replacement of the dilapidated sash windows on the north facade. The main dwelling has been altered over the years prior to the new owner acquiring the building - all timber floors were replaced with concrete tiles, steel windows inserted in new positions and the previous timber windows were replaced with steel. The work applied for was done in four stages. According to the previous owner, the verandah was altered in 1988 and internal changes were made to the structure. Photographs were provided of the structure prior to minor works being undertaken. The motivation memorandum on page 34 lists the work completed by the previous owner and the work that was done by the current owner.
- All parties have been invited to attend HOMs on 15 September 2025.

FURTHER REQUIREMENTS

The Committee resolved to request the following further requirements:

1. Heritage statement compiled by a suitably qualified heritage practitioner must be submitted to HWC within 60 days.
2. The heritage statement must assess the unauthorized work, the status quo of the site and any proposed mitigations.
3. The heritage statement must be circulated to I&APs for the 30-day consultation period and comments or proof of consultation must be submitted to HWC.

CH

13.7 Portion 28 of Farm 308, Moose Valley Nature Reserve, Ladismith, S34-Additions & Alterations Case No: HWC25062706CH0702

Ms Chane Herman introduced the item.

CASE SUMMARY

- Outstanding information was received on 12 and 14 August and 8 September 2025.
- Not Graded outside HPO
- Proposal is to convert the attic into a habitable space by reinforcing the attic floor, replacing a cracked supporting beam and adding two modest dormer windows.
- Work has not started.
- Kanneland Municipality supports
- Moose Valley Homeowners Association supports.

FOR NOTING

The application was dealt with under the ASD delegation under item 9.8. The ASD in consultation with the relevant specialist staff resolved to approve the application as the proposal does not negatively impact on heritage resources.

CH

13.8 Erf 129, 9 Pringle Street, Oudtshoorn, S34-Additions & Alterations

Case No.: HWC25081904CH0827

Ms Chane Herman introduced the item.

CASE SUMMARY

- Outstanding information received on 9 September 2025.
- Not graded outside HPO.
- Proposal is for the addition of storage/lounge rooms to the outbuilding and three covered stoeps. The work is located at the rear of the structure.
- Work applied for has already been completed.
- Oudtshoorn Municipality noted the as-builts plans and did not indicate support or objection.
- Heritage Oudtshoorn provided comment stating that they object because the additions were done prior to obtaining approval from the relevant authorities.

FOR NOTING

The application was dealt with under the ASD delegation under item 9.8. The ASD in consultation with the relevant specialist staff resolved to issue a S51 letter as the proposed work did not negatively impact the heritage resource.

CH

13.9 Erf 56612, 23 Robinson Avenue, Bishopscourt, S34-Additions & Alterations

Case No: HWC25071510EJV0715

CASE SUMMARY

- Outstanding Information received on 6 September.
- Ungraded
- Outside HPO
- Work has not started
- The proposal is for internal remodelling, the addition of a braai area, new fenestration, a timber pergola, new boundary treatment and gate, and pedestrian pathways.
- CoCT support

FOR NOTING

The application was dealt with under the ASD delegation under item 9.8. The ASD in consultation with the relevant specialist staff resolved to approve the application as the proposal does not negatively impact on heritage resources.

EJV

13.10 Erf 957, 10 Main Street, Knysna, S27-Partial Demolition; Additions & Alterations

Case No: HWC25060315EJV0825

Emily Jane Vowles introduced the item.

DISCUSSION

- Outstanding Information received on 4 September
- Graded II
- Inside proposed HPO
- Work has not started
- Previous application for a new Memorial Wall on the same premises, situated in the Memorial Garden was approved in December 2024
- The proposal is for the renovation and refurbishment of the church hall (built in 1957), offices, and ablutions. The site consists of the St. Georges Anglican Church, the Small Church, the Hall with the offices and ablutions, The Lych Gate, the Perimeter Fence with gates and a stone

perimeter wall, the Bell Tower, the fenced Memorial Garden with Memorial Wall and other grave plaques, several other graves, and a parking area. A survey of the graves and memorial plaques was undertaken in 2016 and a Ground Penetrating Radar Scan by Imbila Location Services CC over the parking area revealed that there was no indication of any graves in that area.

- Knysna Municipality support; SvdS Foundation support; Knysna Historical Society has no objections

DECISION

The Committee resolved to approve the application, as the proposal does not negatively impact on heritage resources. Approval is given on condition that:

1. A close-out report, compiled by Andre Vercueil, must be submitted to HWC within 30 days of practical completion.

EJV

13.11 Erf 410, 7 Gorleston Road, Sea Point-Partial Demolition; Additions & Alterations

Case No: HWC24100806EJV1007

CASE SUMMARY

- Outstanding Information received on 18 August and 24 October 2024, and 3 and 9 September 2025
- Graded IIIC
- Outside HPO
- Work has started and includes demolition of the internal walls in the lounge area, demolition and bricking up of a window, and bricking up of a redundant fire place
- The proposal is for the demolition of the pool area and additions of prayer rooms and new domestic quarters, and internal alterations
- CoCT support; SFA have no objection but note unauthorised work having commenced on the property; SFB did not respond in 30 days

FOR NOTING

The application was dealt with under the ASD delegation under item 9.8. The ASD in consultation with the relevant specialist staff resolved to approve the application as the proposal does not negatively impact on heritage resources.

EJV

13.12 Erf 307, House Boonzaier, Hill Street, Malmesbury, S34-Additions

Case No: HWC25072402SB0806

OUTSTANDING INFORMATION:

Updated comment from Swartland Municipality and updated plans clearly indicating the amendment to the fence.

SB

13.13 Farm 1730, 1647, 1685, Boschendal, Pniel Main Road, Groot Drakenstein Stellenbosch, S27-tree removal

Case No: HWC25060605SB0818

OUTSTANDING INFORMATION:

Correct payment reference, landscape plan indicating the location of the trees to be removed and arborist report

SB

13.14 Erf 12839, 18 Walmer Road, Woodstock, S34-Additions & Alterations
Case No: HWC25080712SJ0811

Ms Sneha Jhupsee introduced the item.

DISCUSSION

- NHRA Trigger: Structure older than 60 years old.
- The work has not started.
- Graded IIIC and inside Queens Road HPOZ.
- Proposal is for the conversion of a garage to a storage room and the addition of a new studio space in the existing basement space below the house.
- Consultation:
 - CoCT EHM: support.
 - WAAB: approved with condition - larger windows be applied to new studio area.
 - WRA: supports on condition ground floor step in plaster be raised to above vents.
- Consultation Responses: Plans revised in response to WRA comment. In response to WAAB: The windows will not be made larger - the studio is below street level, the windows are already close to street level, which present a privacy and security risk, thus making the windows larger would entail making them taller. They cannot go any higher as they are already right below the floor above, so if they were taller, the cills would be even closer to the sidewalk, which is undesirable.
- Outstanding information received on 03 and 05 September 2025.

DECISION

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

SJ

13.15 Erf 7779, Kronendal Farmstead, 140 Main Road, Hout Bay, S27-Minor Works
Case No: HWC25082502SJ0825

Ms Sneha Jhupsee introduced the item.

DISCUSSION

- NHRA Trigger: Provincial Heritage Site.
- The work has not started for this scope of work.
- Graded II and outside HPOZ.
- Proposal is for the addition of solar panels, demolition of internal courtyard modern infill wall and replacement of pine flooring (not original).
- Consultation: NA M/W
- Outstanding information received on 11 September 2025.

DECISION

The Committee resolved to approve the application, as the proposal does not negatively impact on heritage resources. Approval is given on condition that:

1. A close-out report, compiled by a suitably qualified heritage consultant, must be submitted to HWC within 30 days of practical completion. The scope of works for this application must be included in the close-out report for application reference number HWC25071605SJ0717.

SJ

13.16 Erf 52267- Re, Livingstone High, 100 Imam Haron Road, Claremont, S34-Permit Extension
Case No: HWC25082008SJ0822

Ms Sneha Jhupsee introduced the item.

DISCUSSION

- NHRA Trigger: Structure older than 60 years old.
- Additional Information: Renewal of previous permit dated 23 September 2022. Fee has been waived for this school project.
- The work has started.
- Graded IIIB and outside HPOZ.
- Proposal is for various maintenance and repair works throughout the school.
- Consultation: Original Consultation submitted.
 - CoCT EHM: support.
 - HVA: support.
 - GLCA: outside boundary - no comment.
 - VidaMemoria (due to nomination process): no comment.
- Outstanding information received on 05 September 2025.

LETTER

Case officer to draft letter stating that the permit has been activated as work has already commenced, thus permit extension is not necessary. However, if any deviations have been undertaken, a deviation application must be submitted.

SJ

13.17 Erf 1415, 36 Yeoville Road, Vredehoek, S34-Minor Works
Case No: HWC25070202SVB0827

Ms Sofia Briel introduced the item.

DISCUSSION

- Outstanding information received on 04 September 2025.
- The property is graded IIIC and is within the Vredehoek PHA proposed HPOZ
- Work has not started.
- The proposal is for minor internal alterations to the bathroom and staircase.
- CoCT support the proposal.

DECISION

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

SVB

13.18 Erf 408, 25 Sedgemoor Road, Camps Bay, S34-Minor Works
Case No: HWC25081405SVB1908

Ms Sofia Briel introduced the item.

CASE SUMMARY

- Outstanding information received on 09 September 2025.
- The property is graded IIIC/NCW and outside of any HPO.
- Work is complete.
- The completed work is a new internal drywall to accommodate a new bedroom and study, as well as a new bathroom with two new windows, and a new roof over the existing drying yard.

FOR NOTING

The application was dealt with under the ASD delegation under item 9.8. The ASD in consultation with the relevant specialist staff resolved to issue a S51 letter as the proposed work did not negatively impact the heritage resource.

SVB

13.19 Erf 98052, 26 Riverton Road, Rondebosch, S34-Additions & Alterations

Case No: HWC25073006SVB0806

Ms Sofia Briel introduced the item.

CASE SUMMARY

- Outstanding information received on 05 September 2025.
- The property is ungraded and outside of any HPO.
- Work has not started.
- The proposal is for two significant additions to the building on the north-western and south-eastern sides of the building to accommodate a covered terrace, scullery and extended garage, as well as some minor internal alterations to the existing structure.
- CoCT support the proposal.
- RCID do not object to the proposal.

FOR NOTING

The application was dealt with under the ASD delegation under item 9.8. The ASD in consultation with the relevant specialist staff resolved to approve the application as the proposal does not negatively impact on heritage resources.

SVB

13.20 Farm ST245-1, 162 Langverwagt Road, Kuilsriver, S27-Minor Works

Case No: HWC25020311CSI0206

Ms Chiara Singh introduced the item.

DISCUSSION

- The matter was held over until the Provincial Heritage status of the building can be confirmed.
- Work applied for has not started
- Graded II
- Proposed work is for internal alterations and a new boundary wall. The applicant previously proposed the replacement of the existing thatch roof with s-profile sheeting to match other buildings in the werf but they have decided to not replace the roof and have submitted new plans.
- According to CoCT: Main dwelling burnt down c1900 but the historical outbuildings remain. Late 18th/early 19th century farmstead. One of the original Bottelary farms. Historical layering evident. High significance as part of a continuing agricultural cultural landscape associated with the foothills of Kanonkop. Association with the Bottelary Cultural Landscape which extends into the adjoining Stellenbosch Municipality.

DECISION

The Committee resolved to approve the application, as the proposal does not negatively impact on heritage resources. Approval is given on condition that:

1. A close-out report, compiled by a suitably qualified heritage consultant, must be submitted to HWC within 30 days of practical completion.

CSI

13.21 Erf 4117, 13 Van Oudtshoorn Street, Swellendam, S34-Additions & Alterations

Case No: HWC25082838CSI0829

Ms Chiara Singh introduced the item.

DISCUSSION

- Outstanding information received 5 September for streetscape photos.
- Work applied for has not started
- Not Graded
- Outside HPO
- Proposed work is for garage and dining room additions to the rear of the property
- Swellendam Aesthetics & Conservation Committee provided comment and support the application

DECISION

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

CSI

14. NEW MATTERS

14.1 Erf 2081, 1 Exhibition Terrace, Green Point, S34-Additions & Alterations

Case No: HWC25090314CH0904

Ms Chane Herman introduced the item.

CASE SUMMARY

- Graded IIIC outside HPO
- Proposal is to omit some of the internal work that was previously approved, additional internal alterations, a roof top pool, like-for-like replacement of damaged windows and doors, replacing the roof material with a similar profile roof sheeting, alterations to the street boundary wall and to construct plaster mouldings around selected windows.
- Work has started in accordance with the HWC permit issued on 1 July 2025. This work includes stripping of internal walls and finishes and the construction of internal walls and wall finishes. The work applied for in this application has not started.
- Previous permit was issued for A&A on 1 July 2025 - HWC2502803XM0606
- CoCT supports.
- GPRRA supports.
- CTHF supports.

FOR NOTING

The application was dealt with under the ASD delegation under item 9.8. The ASD in consultation with the relevant specialist staff resolved to approve the application as the proposal does not negatively impact on heritage resources.

CH

14.2 Erf 2195, 187 High Street, Oudtshoorn, S34-Additions & Alterations

Case No: HWC25082821CH0903

Ms Chane Herman introduced the item.

CASE SUMMARY

- Not graded outside HPO
- Proposal is for the addition of two freestanding structures on the property and a covered braai

area and steel carport towards the south of the existing structure.

- Work has not started. Applicant confirmed this via telephone.
- Oudtshoorn Municipality supports.
- Heritage Oudtshoorn supports.

FOR NOTING

The application was dealt with under the ASD delegation under item 9.8. The ASD in consultation with the relevant specialist staff resolved to approve the application as the proposal does not negatively impact on heritage resources.

CH

14.3 Erf 2417, Shop 1, Market Street, 90 Shortmarket Street, Cape Town, S34-Minor Works Case No: HWC25090325CH0904

OUTSTANDING INFORMATION:

Drawings for the proposed work required.

CH

14.4 Erf 3287, 21 Voortrekker Street, Piketberg, S34-Deviations Case No: HWC25090102CH0902

Ms Chane Herman introduced the item.

CASE SUMMARY

- Not graded outside HPO
- Proposal is for the addition of a 2.2sqm fireplace to the approved verandah, internal alterations to the bathroom and alterations to the approved fenestration.
- Work that has started is in accordance with the 2024 approved plans. The work applied for has not started.
- Previous A&A permit was issued on 24 April 2024- HWC24040305SB0404

FOR NOTING

The application was dealt with under the ASD delegation under item 9.8. The ASD in consultation with the relevant specialist staff resolved to approve the application as the proposal does not negatively impact on heritage resources.

CH

14.5 Erf 4935, 64 Main Road, Villiersdorp, S34-Minor Works Case No: HWC25090103CH0902

OUTSTANDING INFORMATION:

Internal photographs, streetscape photographs required.

CH

14.6 Erf 87543, 27 Scarboro Road, Muizenberg, S34-Minor Works Case No: HWC25090324CH0904

COMMENT

As per the Provincial Notice 9051 of 2025 regarding NCW structures within the City of Cape Town Metropolitan, the application is exempt from the need to obtain a permit in terms of Section 34 of the NHRA.

CH

- 14.7 Erf 2391-RE, 1 Mcfarlane Street, Onrus, Hermanus, S34-Additions & Alterations**
Case No: HWC25090101CH0904

OUTSTANDING INFORMATION:

Outstanding payment of R4000 and internal photographs required.

CH

- 14.8 MR310, MR539, DR2175, DR2181, DR2184, DR2215, Cederberg, S38(8)-NID**
Case No: 26024CSI0901

OUTSTANDING INFORMATION:

Site photos required.

CSI

- 14.9 Erf 2781, 41 Van Riebeeck Street, Heidelberg, S34-Additions & Alterations**
Case No: HWC25090329CSI0904

OUTSTANDING INFORMATION:

Internal photos, streetscape photos, title deed, SG diagram, locality map required.

CSI

- 14.10 Erf 307, 301 Beach Road, Sea Point, S34-Minor Works**
Case No: HWC25090323CSI0904

OUTSTANDING INFORMATION:

Body corporate letter of approval, external photos of the building, streetscape photos required.

CSI

- 14.11 Erf 38, 6 Mutley Road, Sea Point, S34-Minor Work**
Case No: HWC25090403CSI0905

Ms Chiara Singh introduced the item.

DISCUSSION

- Work applied for has not started
- Graded IIIB
- Inside HPO
- Proposed work is for an extension to the current dwelling at the rear
- SFA, SFB provided comment and support the application
- CoCT provided comment and support the application stating that while the loss of fabric to the rear is regrettable, the front facade will remain intact.

DECISION

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

CSI

- 14.12 Erf 60653, 55 Stockley Road, Kenwyn, S34-Additions & Alterations**
Case No: HWC25090333CSI0904

Ms Chiara Singh introduced the item.

CASE SUMMARY

- Work applied for has not started

- Graded IIIC
- Outside HPO
- Proposed work is for a new pool pavilion and carport
- CoCT provided comment and support the application

FOR NOTING

The application was dealt with under the ASD delegation under item 9.8. The ASD in consultation with the relevant specialist staff resolved to approve the application as the proposal does not negatively impact on heritage resources.

CSI

14.13 Erf 755, 75 4th Avenue, Grassy Park, S34-Additions & Alterations Case No: HWC25081204CSI0901

OUTSTANDING INFORMATION

New application form, title deed, SG, locality map, streetscape photos required.

CSI

14.14 Farm 464-RE, Pacaltsdorp, George, S38(8)-NID Case No: 26046CSI0903 / HWC25062507CSI0903

Ms Chiara Singh introduced the item.

DISCUSSION

- Trigger: S38(1)(c) Any development or activity that will change the character of a site -, (i) exceeding 5 000m² in extent;, S38(1)(d) Rezoning of a site exceeding 10 000m² in extent.
- Proposed development: upgrading the Gwaing Waste Water Treatment Works (WWTW) to an ultimate capacity of 50 MLD and construct a Biosolid Beneficiation Facility (BBF). The BBF is proposed on vacant grazing land opposite the WWTW. The approximate development footprint is 55ha.
- Current land-use/zoning: Gwaing WWTW and agricultural
- Built environment: no graded structures or historical buildings noted
- Visual: Surrounding land-use is agricultural in nature, most of the upgrades will occur in the WWTW footprint, the BBF will occur on vacant land which forms part of the development. No expected visual impacts.
- Archaeology: sensitivity according to the screener report is low
- Palaeo: palaeo sensitivity on the SAHRIS palaeo map is unknown. Pether provided a statement in which he concludes the following, "Construction earthworks at the Gwaing WWTW and proposed BBF site are unlikely to have any impact on palaeontological resources as the granite bedrock substratum has no fossil potential."

FINAL COMMENT

The Committee resolved that no further studies are required, as heritage resources will not be impacted upon. HWC Chance Finds Procedure to be included in the EMP and Environmental Authorisation.

CSI

14.15 Erf 56955, 46 Cleveland Road, Claremont, S34-Additions & Alterations
Case No: EJV0905

COMMENT

As per the Provincial Notice 9051 of 2025 regarding NCW structures within the City of Cape Town Metropolitan, the application is exempt from the need to obtain a permit in terms of Section 34 of the NHRA.

EJV

14.16 Erf 410, 27 Barlinka Way, Meadowridge, S34-Additions & Alterations
Case No: HWC25082824EJV0902

OUTSTANDING INFORMATION:

SG diagrams and CoCT comment required.

EJV

14.17 Erf 525, 49 Forest Drive, Pinelands, S34-Additions & Alterations
Case No: HWC25090317EJV0907

OUTSTANDING INFORMATION:

Streetscapes; PRRA comment; and reponse to objections required.

EJV

14.18 Erf 1893, 29 Bellevue Street, Gardens, S34-Additions & Alterations
Case No: HWC25090319EJV0904

OUTSTANDING INFORMATION:

additional externals and streetscapes required; CIBRA comment required

EJV

14.19 Erf 52874, 16A Heather Street, Claremont, S34-Minor Works
Case No: HWC25090321EJV0904

Emily Jane Vowles introduced the item.

DISCUSSION

- Graded IIIB
- Outside HPO
- Work has started
- The proposal is to regularise plans for work never actioned and to undertake general maintenance that cannot be reflected on a plan set.

COMMENT

The Committee resolved to approve drawings numbered HB 23-10-10; HB 23-10-11; HB-10-12; HB-10-13, dated July 2025, prepared by Helen Bertram Architecture & Design as being substantially in accordance with the previous HWC approval issued under case number 17022311ZK0922E and no further action in terms of the NHRA is required.

EJV

14.20 Erf 96831-RE, 87 Palmyra Road, Newlands, S34-Additions & Alterations
Case No: HWC25082904EJV0904

OUTSTANDING INFORMATION:

Confirmation that as work as depicted on the plans is complete; outstanding R4000 payment if so; internal photographs required

14.21 Farm 53 Portion 1, Rustenburg, Stellenbosch, S38(8)-NID
Case No: 26039EJV0902

Emily Jane Vowles introduced the item.

DISCUSSION

- Ungraded
- Inside the Dwars River and Ida's Valley Grade II Landscape Units, the Dwars Valley scenic route and Ida's Valley Core scenic route
- Work has not started
- Triggers s38(1)(c)(i) - arguably - and NEMA
- The proposal is to clear indigenous vegetation for the construction of a single residential dwelling. While the property is over 30 hectares in extent, the development footprint is just over 300m² and, as such, the consultant is of the opinion that the proposed development does not trigger any of the activities listed in section 38(1) of the NHRA.
- At present the site contains a gravel road and car park, a small dam, and a temporary container structure. There are no heritage resources on site. However, the site does fall within the Ida's Valley Grade II Landscape Unit and alongside the Grade I Ida's Valley component and Cape Winelands Cultural Landscape. This landscape is an unspoiled example of the physical characteristics and human activities that, in combination, are characteristic of the Cape Winelands rural cultural landscape. It is significant because of its idyllic setting, rich history associated with living heritage and distinctive cultural and natural environment; and unique planned landscapes boasting an architectural and aesthetic form unique to South Africa. The site also falls within the Dwars River Grade II Landscape unit, the Dwars Valley scenic route and Ida's Valley Core scenic route and on the upper slopes of the Helshoogte Pass Grade II scenic route although outside of the 500m foreground buffer.
- Due to the large number of AIAs and HIAs conducted in the area, much is known about the archaeology of the area. Due to the limited footprint of the proposed development, as well as the location below a man-made dam, and its position on the slopes of the Simonsberg, it is unlikely that significant archaeological resources will be impacted by the proposed development. The SAHRIS Palaeo-Map indicates insignificant sensitivity. The potential impact of the proposal is therefore limited to indirect visual impact on the surrounding graded landscapes; however, as the development footprint is limited, the height and massing limited, the materiality appropriate and sensitive, and the extensive greening providing adequate screening and softening, visual impact is not expected.
- Consultant recommends no further studies and does not believe the proposal to trigger the NHRA.

FINAL COMMENT

The Committee resolved that no further studies are required, as heritage resources will not be impacted upon. HWC Chance Finds and Accidental Finds Procedures to be included in the EMPr and Environmental Authorisation.

14.22 R316 and R319 Provincial Roads, Napier, Bredasdorp, Arniston, and Struisbaai, S38(8)-NID
Case No: 26053EJV0903

Emily Jane Vowles introduced the item.

DISCUSSION

- Ungraded

- Outside HPO
- Work has not started
- Triggers s38(1)(a) and NEMA.
- The proposal is to install a fibre cable within the road reserve between Napier, Bredasdorp, Arniston, and Struisbaai alongside the R316 and R319. The fibre cable will be buried in a trench between 0.15 – 0.5 m wide and between 1.0 – 1.2 m deep, and will cover a total distance of ± 70 km. Indigenous vegetation will inevitably need to be cleared but will be rehabilitated after installation.
- The Overberg boasts significant nature reserves, including parts of the Cape Floral Kingdom World Heritage Site, marine reserves, and national parks. Inland, the landscape transitions from coastal terraces to mountains and valleys, with foothills dotted with streams. The site falls outside of the urban edges and does not intersect the historic cores of the towns in question. It is spatially associated with graded structures and features as per Annexure 1 of the screening report but as the development is restricted to the road reserve and is underground no visual or built environment impact is expected.
- The Overberg is rich in pre-colonial and colonial archaeological sites as a result of the perennial water in the area making it a desirable place for habitation since for nearly 2 million years evidence by archaeological finds spanning through the Stone Age. While very few HIAs have been conducted in the broader area, in 2010 the ACO (SAHRIS NID 6659) conducted an HIA that intersects and runs parallel to some sections of the proposed development. No significant archaeological resources were identified, and the environment was described as "passes through mainly transformed land so impacts to archaeology are likely to be of low significance". As the proposed development is mainly located within the road reserve or areas directly adjacent to the road reserve, impact on significant archaeological resources is unlikely. The SAHRIS Palaeo-Sensitivity Map indicates the full spectrum of sensitivity across the lengthy development footprint ranging from low to very high; however, as the road reserve has been disturbed and excavations are limited to 1.2m in depth, impact to significant palaeontological heritage resources is not expected.
- Consultant recommends no further studies

FINAL COMMENT

The Committee resolved that no further studies are required, as heritage resources will not be impacted upon. HWC Chance Finds and Accidental Finds Procedures to be included in the EMP and Environmental Authorisation.

EJV

14.23 Portions 1 and 2 of the Farm Bergplaas No 104, Ceres-S38(8)-HIA Case No: HWC25041405RB0417

Mr Ruan Brand introduced the item.

DISCUSSION

- NID SUMMARY:
- Submitted in terms of S38(8) with DEA&DP as the authorising authority.
- Triggers S38(1)(a) and (b).
- Proposal is to upgrade an existing causeway and to construct a new bridge after demolishing an existing causeway.
- During the construction of the new bridge, a temporary bypass will need to be constructed for continued use during construction.
- Palaeosensitivity is a mix of red and yellow (very high/high).
- Visually, I believe the causeway and bridge would fit into the feel of the area.
- Archaeologically, this is in the Southern Cederberg near a watercourse, so the archaeological sensitivity is high.

- Applicant recommends NFS.
- The actual work on the existing causeway will likely not disturb the area enough to have an impact, however the construction of a bypass road and new bridge will entail more earthworks and HOMS expressed concerns about the Paleo and archaeology.
- S38(2) - HIA with an AIA and PIA.
- HIA SUMMARY:
- A one-day field assessment was conducted by J. Kaplan and found no archaeological heritage resources.
- In terms of Palaeontology, M. Bamford notes that the Leeuw River causeway lies in the highly sensitive Nardouw subgroup quartzites and the Klein River causeway lies on the very highly sensitive Pakhuis Formation.
- It is expected that there is a small chance that fossils may occur in the unweathered and un-exposed quartzites, but they are likely to have been damaged by flowing water. Furthermore, it is mainly invertebrate fossils that would be expected.
- These can be mitigated through the implementation of a CFP.
- A cultural landscape was identified and described as being embodied by a wilderness quality.
- No other heritage resources were identified.
- Witzenberg Municipality indicated that they had no comment and there are no conservation bodies registered in the area.
- HIA recommendations are for the construction to commence with a CFP for Palaeontology.

FINAL COMMENT

The Committee resolved to endorse the S38(8) Heritage Impact Assessment (HIA), titled "PROPOSED UPGRADE OF AN EXISTING CAUSEWAY AND CONSTRUCTION OF A NEW BRIDGE ALONG OP 8062 NEAR OP DIE BERG, WITZENBERG LOCAL MUNICIPALITY", dated June 2025, and prepared by Jonathan Kaplan of ACRM, as having met the provisions of Section 38(3) of the National Heritage Resources Act (NHRA), with specific reference to the following altered recommendations on page 18 and 19:

1. No archaeological mitigation is required prior to commencing construction.
2. No archaeological monitoring is required during construction excavations. If any archaeological material is discovered, this condition may need to be revised.
3. The HWC Chance Finds Procedure and HWC Accidental Finds protocol must be included in any potential EMP and Environmental Authorisation.

The approval contained in this comment is valid for 5 years from the date of this decision. This period may be extended on good reason being shown and at the discretion of HWC, provided that application for extension must be made prior to the effluxion of the 5-year period.

RB

14.24 Erf 2706, Yzerfontein-S38(8)-HIA

Case No: HWC25071714RB0623

Mr Ruan Brand introduced the item.

DISCUSSION

- NID SUMMARY:
- S38(8) with DEA&DP as the authorising authority - partly a 24G.
- S38(1)(c)(i) triggered.
- Proposal is to clear vegetation and to construct horse paddocks, horse training/riding roads.
- Archaeologically, there are two surface shell scatters on the erf and the consultant has already drafted an AIA.
- Palaeosensitivity for the area is a mix of unknown and red (high), but no hard earthworks are expected.

- Visually, the site is to the North of the town of Yzerfontein and there are no identified landscape heritage resources.
- S38(2) - HIA with AIA
- HIA SUMMARY:
- HIA findings overview
- The landscape was identified as being an undisturbed coastal environment with typical West Coast vegetation.
- The already developed area showed signs of anthropogenic alterations (horse paddocks, training grounds, partial local vegetation clearance and roads).
- Two surface shell scatters were identified and field graded IIIC and are considered not worthy of retention as they both lack stratigraphy (noting Site 1 falls within the 24G area).
- The municipality supported the proposal and offered no heritage comments.
- This falls just outside of FoBCA's boundaries and Aikonese Cochoqua Khoi Tribal Council do not comment in terms of S38.
- HIA recommends that approval be granted with the two sites being allowed to be destroyed without a formal S35 permit application, and a CFP.
- The Committee raised concerns about the HIA missing detailed descriptions of the development and mapping of regional heritage resources.

INTERIM COMMENT:

The Committee resolved that the HIA does not meet the requirements of Section 38(3) of the NHRA for the following reasons:

1. There is no detailed description of the development proposal in the AIA/HIA.
2. There is no identification and mapping of regional heritage resources and how the site fits into the regional context.

RB

14.25 Erf 118, 42 Tindall Street, McGregor, S34-Additions & Alterations Case No: HWC25081111SJ0904

Ms Sneha Jhupsee introduced the item.

DISCUSSION

- NHRA Trigger: Structure older than 60 years old.
- Additional Information: The 3 subject structures on the site are derelict and dilapidated with only the walls and portions of roof remaining. The site includes an existing performing arts centre. Building 2 had a previous application to remove the thatch roof as the building was used for anti-social activity.
- The work has not started.
- Graded IIIB and outside any HPOZ.
- Proposal is to repair and renovate the 3 existing historic buildings to accommodate support services for the main performing arts centre, i.e. music classrooms and administrative facilities. The small outbuilding (outhouse) will be renovated to provide external toilet facilities and a refuse room. Building 1 and 2 will be connected at the rear.
- Consultation:
 - Langeberg Municipality: support.
 - MHS: support.

DECISION

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

For the above formal response to be issued, the application for a fee waiver must be approved by the office of the CEO.

SJ

14.26 Erf 177447, Desmond and Leah Tutu House, 11 Buitenkant Street, Cape Town, S27-Minor Works
Case No: HWC25080102SJ0901

Ms Sneha Jhupsee introduced the item.

CASE SUMMARY

- NHRA Trigger: Provincial Heritage Sites.
- Additional Information: Declared a PHS in 2018.
- The work has not started.
- Graded II and inside Central City HPOZ.
- Proposal is for the installation of a mosaic of Archbishop Desmond Tutu on the exterior wall of the exhibition. The proposed installation aims to enhance the exhibition's visibility and accessibility, create a reflective space for visitors, and activate a heritage-rich civic node with a welcoming, community-oriented public area that appeals to tourists and locals alike. The mosaic will strengthen Truth to Power's public presence, enrich the visitor experience, and invigorate the surrounding shared space.

FOR NOTING

The application was dealt with under the ASD delegation under item 9.8. The ASD in consultation with the relevant specialist staff resolved to approve the application as the proposal does not negatively impact on heritage resources.

SJ

14.27 Erf 2293, 61 Bellevue Street, Higgovale, Gardens, S34-Minor Works
Case No: HWC25082826SJ0903

Ms Sneha Jhupsee introduced the item.

CASE SUMMARY

- NHRA Trigger: Structure older than 60 years old.
- Additional Information: Previous case: HWC24010812SJ0116
- The work has started.
- Ungraded and outside HPOZ.
- Proposal is for a deviation as certain works have been omitted from the previously approved scope. The drawings submitted are substantially in accordance with the previous approval and have a lesser impact. The deviations are as follows: Only one half of the proposed roof vault was built; Garage is slightly higher; Entrance gate and pathway design detailing was rationalised in the design detailing process; Driveway was made slightly wider.
- Consultation: N/A
- POP refund for incorrect reference number must be processed through admin.

FOR NOTING

The application was dealt with under the ASD delegation under item 9.8. The ASD in consultation with the relevant specialist staff resolved to approve the application as the proposal does not negatively impact on heritage resources.

SJ

14.28 Erf 95578, St. Mary's Cathedral, 16 Roeland Street, Cape Town, S34-Minor Works

Case No: HWC25080512SJ0901

Ms Sneha Jhupsee introduced the item.

DISCUSSION

- NHRA Trigger: Structure older than 60 years old.
- The work has not started.
- Graded IIIA and inside Central City HPOZ.
- Proposal is for reroofing of the nave, gutter upgrades and internal to external roof access requirements to be undertaken.
- Consultation: N/A

COMMENT

The Committee is supportive of the proposed interventions. For Heritage Western Cape (HWC) to issue a permit, the following is required:

1. The applicant must appoint a suitably qualified consultant with the appropriate heritage experience to oversee the proposed work
 2. HWC is to be provided with the details of the consultant and their CV confirming suitability to oversee the work
 3. A letter of appointment to be signed by the applicant and consultant
- Once the above has been fulfilled, HWC will provide the required permit.
Where applicable the following to be included:
1. The work must be monitored by a suitably qualified architect with heritage experience. The committee endorsed the appointment of XXX to monitor the proposed work.
 2. A close-out report, compiled by XXX, must be submitted to HWC within 30 days of practical completion.

SJ

14.29 Erf 3363, 153 Loop Street, Cape Town, S34-Permit Extension

Case No: HWC25090318SJ0904

Ms Sneha Jhupsee introduced the item.

DISCUSSION

- NHRA Trigger: Structure older than 60 years old.
- Additional Information: Application is for a permit extension for additions and alterations, due to City processes, Appeals and then Covid. The previous application was not actually a permit extension as it was submitted after the permit had already expired (August 2022 - the permit expired in April 2022). Thus, this would be the first permit extension to the previous application. The original 2019 application went through BELCom.
- The work has not started.
- Graded IIIC and inside Central City HPOZ.
- Proposal is for 6 additional floors to be added to the existing building for residential accommodation. Development application.
- Consultation: N/A

DECISION

The committee resolved to approve the permit extension application by provision of a new permit in place of previous permit dated 23 September 2022.

SJ

14.30 Portion 4 of Farm 94, Farm Claris Wold, Le Chasseur Primary School, Robertson, S34-Minor Works
Case No: HWC25090405SJ0904

Ms Sneha Jhupsee introduced the item.

CASE SUMMARY

- NHRA Trigger: Structure older than 60 years old.
- Additional Information: Windeed supplied; WD indicated original application report may be used and no streetscape context.
- The work has not started.
- Ungraded and outside HPOZ. Heritage practitioner recommends NCW.
- Proposal is for maintenance and repairs as part of preventative maintenance, the school will replace corrugated steel and asbestos roofing with Kliplok sheeting; remove all asbestos gutters and downpipes, installing seamless aluminium gutters with PVC downpipes; replace timber bargeboards with fibre-cement; renew failing ceilings; repair or replace damaged sanitary fittings and any rotten or damaged timber suspended floors; and service steel window frames to remove rust.
- Consultation: N/A

FOR NOTING

The application was dealt with under the ASD delegation under item 9.8. The ASD in consultation with the relevant specialist staff resolved to approve the application as the proposal does not negatively impact on heritage resources.

For the above formal response to be issued, the application for a fee waiver must be approved by the office of the CEO.

SJ

14.31 Erf 10200, 60 Central Circle Fish Hoek, S34-Additions & Alterations
Case No: HWC25082829SVB0903

OUTSTANDING INFORMATION:

Streetscape images and local authority comment required.

SVB

14.32 Erf 1109, 2 Kinnoull Road, Camps Bay / Bakoven, S34-Total Demolition
Case No: HWC25051201SVB0904

OUTSTANDING INFORMATION:

POA, Trust resolution, registered conservation body comment required.

SVB

14.33 Erf 168133, 6 Heytor Road, St James, S34 & S35-Total Demolition
Case No: HWC25090104SVB0901

OUTSTANDING INFORMATION:

Revised demolition plan and revised motivation required.

SVB

14.34 Erf 2415, 2 Elba Street, Paarl, S34-Additions & Alterations

Case No: HWC25051201SVB0901

OUTSTANDING INFORMATION:

Application form, POA, Title deed, company/trust resolution, SG Diagram, coloured up plan, local authority comment, POP required.

SVB

14.35 Erf 2601, 11 Glen Beach Road, Camps Bay / Bakoven, S34-Additions & Alterations

Case No: HWC25081201SVB0902

OUTSTANDING INFORMATION:

Local authority comment required.

SVB

14.36 Erf 788, 94 Victoria Street, Carey Park, Somerset West, S34-Minor Works

Case No: XM0902

OUTSTANDING INFORMATION:

Company resolution, streetscape images and POP required.

SVB

14.37 Erf 79095, 18 Fairdale Road, Diep River, S34-Minor Works

Case No: HWC25090312XM0903

OUTSTANDING INFORMATION:

POA, Company/Trust resolution, title deed, SG Diagram, external and streetscape images required.

SVB

14.38 Erf 93958-RE, 5 Boulder Road, Lakeside, S34-Minor Works

Case No: HWC25082811XM0901

Ms Sofia Briel introduced the item.

DISCUSSION

- The property is graded IIIA and outside of any HPO.
- Work has not started.
- The proposal is for the construction of a portion of drywall to adjust the internal layout.

DECISION

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

SVB

14.39 Erf 95069-RE, 15 Union Street, Gardens, S34-Additions & Alterations

Case No: HWC25082815SVB0903

OUTSTANDING INFORMATION:

Coloured up to scale plan and formal response to objections required.

SVB

15. Other Matters

16. Adoption of Resolutions and Decisions:

SVB moves to adopt and CH seconds the adoption of resolutions and decisions of the meeting of 15 September 2025.

17. **Closure:** The chairperson, Ms Stephanie Barnardt-Delport, officially closed the meeting at 11H31

18. **Date of next meeting: Monday, 22 September 2025**

MINUTES APPROVED AND SIGNED BY:

CHAIR: _____

SECRETARY: _____

Annexure A – HWC: Heritage Officers' Meetings

Abbreviations

APHP - Association of Professional Heritage Practitioners

AHP - Agulhas Heritage Society

BKCA - Bo-Kaap Civic Association

BKYM - Bo-Kaap Youth Movement

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 Lynfrae 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

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

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 - Helderberg 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

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 - Vernacular 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

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