

**APPROVED MINUTES OF THE MEETING OF HERITAGE WESTERN CAPE,
HERITAGE OFFICERS' MEETING
Held on Monday, 19 January 2026 at 08:30 via MS Teams**



1. Opening and Welcome

The Chairperson, Mr Ruan Brand, officially opened the meeting at 08:30 and welcomed everyone present.

2. Attendance

Members

Mr. Ruan Brand	Chairperson, Specialist Heritage Officer	RB
Ms. Corne Alexander	Specialist Heritage Officer	CN
Ms. Stephanie Barnardt-Delport	Specialist Heritage Officer	SB
Emily Jane Vowles	Heritage Officer	EJV
Ms. Chiara Singh	Heritage Officer	CSI
Ms. Sofia Briel	Heritage Officer	SVB
Ms. Xola Mlwandle	Heritage Officer	XM

Staff

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

Legal Advisor

Ms. Penelope Meyer	Deputy Director	PM
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Observers

Sneha Jhupsee

Visitors

Paul Boshoff	Architect	Item 13.14
De le Rey Knoblauch	I&AP	13.14
Emmerentia De Kock	Agulhas Heritage Society	13.14
Kobus van Wyk	Heritage Practitioner	13.9
Clive Theunissen	Drakenstein Municipality	Drakenstein items
Bridget O' Donoghue	Consultant	13.23 & 14.2
David Halkett	Applicant	14.5

3. Apologies

Ms. Chane Herman	Heritage Officer	CH
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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 19 January 2026 with the following additions:

Addition if an administrative item (10.3).

CN moved to adopt the agenda and CSI seconded.

6. Approval of Minutes of the Previous Meeting

6.1. The Committee resolved to hold over the approval of the minutes of 9 December 2025 to the HOMS meeting of 26 January 2026.

7. Disclosure of conflict of interest

None.

8. Confidential matters

None.

9. Standing Items

9.1. Site inspections undertaken

None.

9.2 Proposed Site Inspections

None.

9.3 Site Inspection Reports

None.

9.4 Preparation for upcoming Committee meetings

9.4.1 IACom 21 January 2026

9.4.2 (Special) Council 26 January 2026

9.4.3 BELCom 28 January 2026

9.5 Tribunal Updates (Legal)

9.5.1 Erf 922, 34 Durbanville Avenue

9.6 Interim and Close-Out Reports

9.6.1 Erf 10295, Loedolff House Annex, Church Street, Malmesbury (CN)

Case No: HWC24042402SJ0416

- Proposal was for works to change the buildings use to a training centre.
- Loedolf House Annex is graded IIIC - before the sites were consolidated.
- A close out report was not requested by HWC when the permit was issued, however, the consultants prepared same according as the projects commenced concurrently.
- Close Out Report:
 - The works to the Loedolff Annex formed part of the broader restoration of the site and were undertaken in parallel with the Loedolff House. Early works focused on stabilisation and preparation, followed by internal and external repairs and upgrades to support its proposed use.
 - Historic fabric within the annex, including timber elements and doors, was retained where possible and reused within the building. New interventions were designed to be visually compatible with the existing structure, with exposed beams, timber finishes and verandah elements approved during site meetings. Materials and finishes were selected to complement both the annex and the main house, while allowing the annex to function independently.
 - The annex has been successfully adapted to accommodate kitchen facilities, training spaces and accommodation, supporting the educational use of the site
 - The completed works respect the scale and character of the annex while contributing to the overall revitalisation of this historic precinct.

ENDORSEMENT

The Committee resolved to endorse the close-out report titled "CLOSE-OUT REPORT re: Erf 10295, Loedolff House Case No: HWC24051427SJ0506 and Loedolff Annex Case No: HWC24042402SJ0416", dated December 2025, as prepared by Chris Murphy from Heritage Consult, as having met the conditions of the HWC issued permit, dated 27 May 2024.

9.6.2 Erf 10295, Loedolff House, Church Street, Malmesbury (Permit Extension) (CN)

Case No: HWC24051427SJ0506

- The proposal was an emergency application to restore the collapsed Loedolff House.
- Graded IIIA.
- Original permit conditions:
 - 1. Traditional lime and mortar mix to be used within the repairs.
 - 2. Work must be monitored by Mr. Chris Murphy (a suitably qualified architect with heritage experience).
 - 3. A close-out report must be submitted within 30 days of practical completion.
- Close Out Report:
 - The works to Loedolff House were undertaken following the collapse of the historic gables in 2021, which was attributed to long term damp and altered water flow beneath the building. The project commenced in April 2024, after the permit extension was issued and focused on stabilising the structure and restoring it in an appropriate manner.
 - The failed roof was removed, and the wall fabric stabilised while investigations confirmed rising damp and moisture retention beneath the building. Remedial measures included infill beneath the structure and the installation of a chemical damp proof course. Repairs were carried out using sympathetic materials, with lime mortar and under fired bricks specified and Portland cement excluded.
 - Original elements such as doors, shutters and timber were retained and reused where possible. The building was restored to its late nineteenth century Victorian form, with materials, finishes and colours approved through ongoing site inspections. The completed works stabilise the structure and enable its adaptive reuse as part of the West Coast College hospitality training facility.

ENDORSEMENT

The Committee resolved to endorse the close-out report titled "CLOSE-OUT REPORT re: Erf 10295, Loedolff House Case No: HWC24051427SJ0506 and Loedolff Annex Case No: HWC24042402SJ0416", dated December 2025, as prepared by Chris Murphy from Heritage Consult, as having met the conditions of the HWC issued permit, dated 27 May 2024.

9.6.3 Erf 235, 116-118 Dorp Street, Voorgelegen, Stellenbosch (CN)

Case No: 22061308TZ0801E

- The building is a Grade II heritage resource dating to circa 1798 within the historic core of Stellenbosch. The works undertaken focused on retaining historic fabric, addressing damp related deterioration and correcting inappropriate past interventions while supporting the continued use of the building.
- Repairs included timber floor restoration following the removal of rubble infill that blocked ventilation, treatment of external damp through lime based replastering and improved drainage, and replacement of rotten timber lintels. Roof repairs were carried out using matching corrugated sheeting and the historic garden wall was rehabilitated using lime plaster.
- Minor maintenance to doors and windows and replacement of the parking area paving were also completed. Overall, the works were undertaken using appropriate methods, historic fabric was retained where possible, and the character and significance of the building were preserved.
- The permit conditions have been met, and the works are considered compliant.

ENDORSEMENT

The Committee resolved to endorse the close-out report titled “HERITAGE REPORT”, dated December 2025, as prepared by Linares Architects – Heritage Consultants, as having met the conditions of the HWC issued permit, dated 23 August 2022.

9.6.4 Farm 857/510, Blauwklippen (RB)

Case No: HWC24112204RB1122

- Mr Jacobs realised he had not submitted reports #8 and #9 when he submitted report #10, hence the three reports. The next report will be the close out report.
- These three reports are summarised as follows:
- Incorrectly proportioned sash windows were installed on the east façade of the manor house (3-over-5 instead of approved 4-over-5 configuration) These windows were removed, remade, and correctly reinstalled.
- Original mid-20th century tiles were lifted due to settlement and water drainage issues. Initial re-laying was unacceptable (incorrect levels and joint spacing) and condemned. Tiles were re-laid a third time and successfully corrected, maintaining alignment with original 18th-century klompie nosing.
- Manor House is substantially completed:
 - Reconstruction of gables and external envelope.
 - Completion of interiors, floors, ceilings, and joinery.
 - Installation of a contemporary but historically informed voorkamer screen.
 - Completion of the conservatory lounge linking the Manor House and hotel extension.
 - Historic elements (e.g. surviving doors, ceiling beams, plaster mouldings) were conserved and re-used where possible.
 - New work is intentionally distinguishable as 2025 interventions.
- Jonkershuis work is substantially completed:
 - External works largely complete and finished in breathable coatings.
 - Interiors practically complete and being furnished.
 - New bathroom extensions and patios executed in a contemporary manner, using materials consistent with the Manor House to reflect a single period of intervention.
 - Historic fabric (e.g. charred lintels from the fire, bricked-in openings) intentionally retained as part of the building’s narrative.
- New Work:
 - Hotel extension has been completed with contemporary detailing; historic fowl yard wall conserved and showcased internally.
 - The Conservatory link has been completed and glazed.
 - The Pool house and swimming pool have been built (not covered by S34).
- Mr Jacobs has flagged some unauthorised works:
 - New gate pillars in the east forecourt.
 - A new opening cut into the historic east werf wall.
 - Closure of an old historic gateway aligned with an early farm route.
 - Works were stopped immediately upon discovery.
- Mr Jacobs advised the management that:
 - A **S38 application** is required for landscape and character changes (the new gate pillars).
 - A **S34 application** is required for alterations to the werf wall.

COMMENT

The Committee noted the interim reports titled “WORKS MONITORING INTERIM REPORT #08: NORMAL WORKS”; “WORKS MONITORING INTERIM REPORT #09: NORMAL WORKS”; and “WORKS MONITORING INTERIM REPORT #10: NORMAL WORKS”, dated 12 October

2025; 9 November 2025; and 15 December 2025 and prepared by Graham Jacobs of ARCON, as adhering to the conditions of the HWC issued decision, dated 17 December 2024, and permits, dated 31 January 2025 and 15 July 2025. The Committee further notes that a S34 application must be submitted for the alterations to the historical werf wall. The Committee wants an SDP or a landscape plan to be submitted to ascertain whether there is a potential S38 trigger.

9.7 Incomplete Applications

9.7.1 Matters Arising: 13.20, 13.27; 13.34

9.7.2 New Matters: 14.6

9.8 Decisions taken under ASD delegation

9.8.1 Matters Arising: 13.1; 13.3; 13.4; 13.7; 13.10; 13.25; 13.26; 13.28; 13.29; 13.30; 13.31

9.8.2 New Matters: None

9.9 Referrals to Committees

9.9.1 Matters Arising: 13.16 (IACom)

9.9.2 New Matters: None

9.10 Exemption Notice 9051 of 2025: NCW graded within CoCT

9.9.1 Matter Arising: None

9.9.2 New Matters: None

9.11 Archaeological Matters

9.11.1 Visvanger Street, Paternoster

- RB noted that a small historical midden was found in the backyard of someone in Visvanger street and this was reported during the HWC closure period.
- When HWC heads up to the Site Inspection for 9.11.4, they will attempt to make a stop here to inspect the finds, but it is likely historical and/or contains a dog burial.

9.11.2 Farm 1059, Platboom Beach, Cape Point National Park

- RB noted that some pottery sherds (likely Khoe), a hearth, and some OES, were found by a member of the public in the Cape Point Nature Reserve and this was reported just as HWC opened up for the new year.
- A site visit is being planned but HWC awaits a formal response from SANParks for access.

9.11.3 Farm 152-3-RE, Near Vissershok, Cape Farms

- RB noted that a member of the public reported finding what appears to be an informal grave on private land behind the Vissershok Landfill site.
- The member of the public raised some concerns about how close recent piping was laid and the trenching missed the grave by a few meters.
- The CoCT has been made aware of the find and a joint site inspection is planned for when HWC has capacity.

9.11.4 Erf 211, Elands Bay

- RB noted that the Cederberg Municipality discovered human remains on municipal land in Elands Bay during the HWC closure period.
- There has been quite a lot of media attention on this matter.
- HWC will be conducting a site inspection when capacity has returned to normal.

9.12 Illegal Works Database: Stop Works Orders issued

None.

9.13 Permit deadline:
20 January 2026 @ 12h00

9.14 SAHRIS rollout feedback (RB)

- HWC opened on the 5th of January 2026 with the Built Environment Applications and Appeals (S49) applications now only being accepted via SAHRIS.
- Some feedback has been received on this and is being worked on.
- The S35 and S36 forms are being worked on, and a soft launch is imminent.
- There will be some internal training on 30 January 2026 in office. All admin staff and HO must attend this training.
- A session, similar to the S38 NID form launch in September 2025 will be hosted on 27 February 2026, for the public to see how to interact with the Built Environment Application form.
- General SAHRIS queries, such as registration, page navigation, and/or error messages, can be sent to Nancy at SAHRA.
- There was some downtime during the first week of the year during an update to the S49 form and the system crashed as a result. When there are plans for potential downtime, communication channels are being put into place to mitigate this risk.

10. Administrative Matters

10.1. Proposed HIA SDP Amendment on Ptn 57 of Farm 183, Adam Tas Road, Stellenbosch - Cape Saw Mills (CN)

Case No: 15050602GT0508E

- HWC approved the HIA, as per the 4 December 2015 RoD, for the proposed mixed-use development on the property subject to adherence of the heritage indicators. The HIA identified all buildings older than 60 years. Buildings marked A, B, C and F (Figure 3) were considered NCW and was supported for demolition. Building D was partially graded IIIC and building E was graded IIIC and recommended to be retained, if possible.
- Ptn 57 forms part of phase 2 (west) and 3 (east). In Phase 2 all structures are approved to be demolished. The approved buildings to be retained were Buildings 2, R4, 6, R5, R36, 12 (R37) – outlined in yellow on Figure 8.
- It's proposed to amend Phase 3's demolitions due to economic conditions. It's now proposed to demolish Buildings R4, R5 and R36 and retain Buildings 1, 3, 4, 5, a portion of 12 and 13.
- The proposed amendments are based on a detailed survey of the existing buildings and their structural assessment sighting Building R5 being in a poor condition and risk imminent structural failure and R36 assessed as a potential collapse risk. To note Building R5 was included in the heritage indicators.
- Building 5, originally identified in the approved HIA as suitable for adaptive reuse, has since deteriorated significantly and is now in a similar poor condition to R36. Its timber girders are structurally compromised, with failures already evident and ongoing deflection expected, making partial demolition unviable. As a result, the revised precinct plan proposes demolishing Building 5 and replacing it with a new structure on the same footprint and height, designed to reference the original building, as part of a new central public courtyard.
- Buildings R3 and R4 are proposed for demolition. Although R4 may previously have been identified as a Grade IIIC landmark element in the 2015 HIA, it is considered that the retention of Buildings 2 and 5 adequately addresses this heritage value.
- Although the proposed SDP differs from the approved SDP, these differences are largely not heritage-related, aside from the proposed demolitions. Key heritage design informants from the approved SDP remain satisfied: tree-lined site edges are retained or reinstated, boundary treatments respect the strong edge condition, and built form is maintained along the Adam Tas/Polkadraai Road through the retention of Buildings 12 and 13.
- While internal layout patterns differ, this was also the case in the approved SDP and does not affect the site's visual heritage character. Buildings identified as having significance (Buildings E, F and G, corresponding mainly to Buildings 2 and 5) are largely retained, with new development responding appropriately in height, scale and massing in line with the approved HIA. The incorporation of the siding and remnant rail tracks was suggested in the 2015 HIA as a non-binding measure to reflect the

site's sawmill history, and no specific proposals were included in the approved SDP. The current proposal indicates that kiln tracks may be retained where possible and safe, but this remains indicative and is not essential at this stage.

- Overall, despite minor differences from the approved scheme, it is the heritage practitioner's view that the 2015 HIA conclusions remain valid, with the site's industrial character still recognised and its low heritage significance not negatively affected.
- The heritage practitioner is suggesting that HWC confirm that the revised SDP is generally in accordance with the intent of the approved 2015 HIA, with any non-heritage revisions left to the Municipality, noting that no objections were raised during the HIA process.
- It is further recommended that the proposed demolitions of Buildings R4, R5 and R36 be addressed through a Section 34 application, supported by a comprehensive site demolition plan to avoid ambiguity when assessed by Stellenbosch Municipality.

REFERRAL

The Committee resolved to refer the matter to IACom on 21 January 2026 due to IACOM being the original decision makers.

10.2. Erf 1613 & 1352, 14 & 16 Baxter Avenue, Durbanville (SVB obo CH)

Case No: HWC25081208CH0909

- This matter is for noting.
- On 03 November 2025 HOMs issued a comment noting that:
- The Committee is supportive of the proposed interventions. For Heritage Western Cape (HWC) to issue a permit, the following is required:
- 1. Docomomo-SA must be allowed 30 days to document the existing building on Erf 1352, and this document must be submitted to HWC by the applicant.
- Docomomo-SA has documented the building, and HWC were provided with this report.
- The permit for total demolition was subsequently issued on 10 December 2025.

COMMENT

The Committee notes the report titled 'Minimum Documentation Fiche', undated and prepared by Docomomo South Africa as adhering to the comment issued by HWC on 03 November 2025.

10.3. Additional Administrative items noted by the ASD

- Oude Molen site inspection planned for Tuesday 20 January 2026.
- Next APP Site Inspection – RB, SVB, and WD to Uniondale in the first week of February.
- Special sitting of Council on 26 January 2026 to determine incoming Committee members.

11. Monitoring by practitioner

11.1. Erf 3936, 6 Upper Faure Street, Paarl, S34-Additions & Alterations (XM)

Case No: HWC25030504XM0422

- The proposal is for additions and alterations to convert the property into a short-stay accommodation facility. The main alterations proposed will be the addition of two bedrooms above the double garage
- A small pool and pool terrace in the garden area including external paintwork and the stonework is to remain as original.
- Graded IIIA
- Within the Paarl Special Character Protected Overlay Zone.
- The Committee on the 25th of October supported the proposed interventions and required that the applicant must appoint a suitably qualified consultant with appropriate heritage experience to oversee the work in order to provide a permit.
- The applicant appointed Mr Chris Schoeman, CV and appointment letter have been provided by the applicant, and my recommendation is to endorse Chris Schoeman as the consultant to oversee the work.

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. The work must be monitored by a suitably qualified architect with heritage experience. The committee endorsed the appointment of Mr Chris Schoeman to monitor the proposed work.
2. A close-out report, compiled by Mr Chris Schoeman, must be submitted to HWC within 30 days of practical completion.

11.2. Farm 237, Die Werf, Elim (SVB obo CH)

Case No: 26728CH1118

- The Structure is graded II and the proposal is for maintenance and repairs at the Heritage Office in Elim. The work consists of like-for-like replacement of the corroded corrugated roof sheeting and repairing of water/weather damaged walls and ceilings.
- HOMs on 9 December 2025 supported the interventions on condition that the CV and appointment letter be submitted to HWC.
- Mr. Frederick Michael Jantjes has been appointed by the owner (The Moravian Church in South Africa). Mr. Jantjes will be mentored by Mr. Graham Jacobs.

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. The work must be monitored by a suitably qualified architect with heritage experience. The committee endorsed the appointment of Mr Jantjes to monitor the proposed work.
2. A close-out report, compiled by Mr Jantjes, must be submitted to HWC within 30 days of practical completion.

12. Discussion of the Agenda

- 12.1.** Item 13.17 is to be held over so that the I&APs are invited to HOMS.
- 12.2.** Item 13.4 was briefly discussed with the Conservation Body situation.
- 12.3.** Item 14.3 was briefly discussed by the Committee.
- 12.4.** SB and EJV to be excused after Matters Arising are completed.
- 12.5.** SVB to present on behalf of CH.

MATTERS DISCUSSED

13. MATTERS ARISING

13.1 Erf 177, 13 4th Avenue De Rust Meerholz, Oudtshoorn, S34-Additions & Alterations

Case No: HWC25111402CH1118

CASE SUMMARY

- Outstanding information received on 11 December 2025.
- The property is Not graded and is outside any HPO.
- The proposal is for internal alterations, and the addition of a freestanding double covered carport and new storeroom, a new bedroom, bathroom, lounge and dining room, the addition of a stoep on the western side of the building, a corrugated storeroom and a mild steel sliding gate.
- Work has started. The additions to the rear of the house have already been completed.
- Oudtshoorn Municipality support.
- Heritage Oudtshoorn supports the proposal but recommends that the detail of the columns and

- fence at the proposed stoep be simplified to be more sympathetic to the existing structure.
- The drawings have been revised to include the simplified columns and fence detailing.

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

13.2 Erf 2417, Shop 1, Market House, 90 Shortmarket Steet, Cape Town City Centre, S34-Minor Works

Case No: HWC25090325CH0904

Ms Sofia Briel introduced the item on behalf of Ms Chane Herman.

DISCUSSION

- Outstanding information received on 5 December 2025.
- The property is graded IIIA inside the Central City HPOZ.
- The proposal is to insert an aluminium door into the previously enclosed ground floor opening, reconfiguration of the existing dry walling on the ground floor, replacing an existing aluminum window and a new extraction fan in the kitchen in the mezzanine level.
- Work has not started.

DECISION

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

CH

13.3 Erf 39829, 37 Old Oak Road, Belville, S34-Additions & Alterations

Case No: HWC25092919CH1024

CASE SUMMARY

- Outstanding information received on 8 January 2026.
- The property is graded IIIC outside of any HPO.
- The proposal is for internal alterations for the Hennies Restaurant fitout, painting the exterior, pizza area with covered seating, new indoor and outdoor kiddies seating area, indoor and outdoor play area, VR games room, parking and planting of new trees.
- Previous applications include a S38(4) NID application that was tabled at HOMs on 8 May 2024 for a proposed convenient store, a Checkers, whereby HOMs resolved to issue a NFS (HWC24030510SB0308); as well as an S38(4) NID application which was tabled at HOMs 11 November 2024 for three proposed padel courts (HWC24102304CSI1028), whereby HOMs also resolved to issue NFS (Note: the proposal for the padel courts replaced the Checkers).
- Work applied for has not started.
- CoCT supports
- DHS did not comment within 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.

CH

13.4 Erf 181, 6 Vrede Street, De Rust, S34-Additions & Alterations

Case No: HWC25111306CN1119

CASE SUMMARY

- Outstanding information was for PoP with correct reference number, internal and streetscape photos and comments from De Rust Heritage Conservation Association comments which was

received on 24 Dec.

- Grading: Not graded
- HPO: Outside
- Status of Work: Not started
- Previous Applications: None
- Proposal: For a bathroom extension to the front, garage and guest ablution extension to the side, as well as a dining room and office extensions to the rear.
- Consultation:
 - Oudtshoorn Municipality is aware of the comments of HOPC and support
 - HOPC has no objection
 - DRHCA did not provide comment as HOPC stated via email that the two conservation bodies have merged. This has not been confirmed/approved by HWC, however HOPC has provided comment, there is no impacts here. See uploaded mails in OI - 6 Dec folder.
- Heritage Considerations: No impacts to the heritage resource.

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.

CN

13.5 Erf 4017, 8 Vredenburg Lane, Cape Town, S34-Additions & Alterations

Case No: HWC25070306CN0704

Ms Corne Alexander introduced the item.

DISCUSSION

- Outstanding information was for a Company Resolution, All photos and I&AP comments which was received on 9 Dec.
- Grading: IIIB
- HPO: Inside
- Status of work: Not started.
- Previous applications: HWC24020105CH0206
- Proposal: For a deviation from the previously approved plans in the form of the addition one storey of apartments and a rooftop with open roof terrace and a swimming pool, as well as internal alterations on the ground floor.
- Consultation:
 - CoCT did not comment in 30 days.
 - CIBRA supports
- Heritage considerations: I don't believe the additional storey will have any impacts the resource nor the streetscape. I also concur with the one pager from Dr. Chris Snelling.

DECISION

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

CN

13.6 Erf 48784, 13 Kent Road, Newlands, S34-Additions & Alterations

Case No: HWC25103105CN1103

Ms Corne Alexander introduced the item.

DISCUSSION

- Outstanding information was for an SG diagram, Title Deed, CoCT comment, motivation and internal photographs which was received on 21 Nov and 12 Jan.
- Grading: IIIB
- HPO: Outside
- Status of Work: Not started

- Proposal: For the addition of a new bedroom and en-suite bathroom to the rear and an addition internal bathroom to main house.
- Consultation:
 - - CoCT supports
 - - NCID (NRA) has no objection.
- Heritage Considerations: The work to the rear will have no negative impacts on the IIB heritage resource.

DECISION

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

CN

13.7 Erf 50613- RE, 13 Clare Park Avenue, Rondebosch, S34-Additions & Alterations **Case No: HWC25110601CN1110**

CASE SUMMARY

- Outstanding information was for CoCT and GLCA Comments which was received on 9 December 2025.
- Grading: Not graded
- HPO: Outside
- Status of Work: Completed
- Previous Applications: 20070307SM0706E S34-A&A.
- Proposal: for the regularisation of unauthorised works undertaken between 2020 and 2023, which include the construction of an outdoor braai and chimney, the demolition and reconstruction of garden store structures in new locations, and the decommissioning, relocation and resizing of the swimming pool.
- Consultation:
 - - CoCT notes the grading as NCW and recommends a Section 51 letter.
 - - GLCA has no objection
- Heritage Considerations: No impacts.

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.

CN

13.8 Erf 156871, 23A Salisbury Street, Woodstock, S34-Additions & Alterations **Case No: HWC25111210SJ1114**

Ms Corne Nortje introduced the item.

DISCUSSION

- NHRA Trigger: Structure older than 60 years old.
- Additional Information: Old Stables. Late 19th century custom built stable block associated with the old Lord Milner Hotel (previously Roodebloem Manor). Landmark building associated with the early evolution of Woodstock from rural to historic urban landscape. Forms part of a fairly well-preserved streetscape. Adaptive reuse conversion in the early 1990s necessitated significant alteration to interior of building. Restoration of the cottage for residential use.
- The work has not started. (Corrected form submitted)
- Graded IIIA and inside Roodebloem Road HPOZ.
- Proposal is for alterations to the main structure and additions to the rear structure. The proposal retains the historic stables building with no changes to the street-facing façade, allows limited internal works and a change of use to residential, and proposes two residential units above the existing rear garages as a revision of a 2019 approval, remaining below permitted height limits. The central later building remains unchanged.

- Consultation: Submitted as MW, requires consultation.
 - CoCT EHM: support.
 - WRA: states that considering E&HM's support of the proposal, WRA has no further heritage comments.
 - WAAC: did not provide comment in 30 days.
- Consultation Responses: Response to any objections
- Outstanding information received on 12 January 2026 - Consultation comments: Local municipality and Conservation bodies in the area.

DECISION

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

CN

13.9 Erf 914, 7 Chesterfield Road, Oranjezicht, S34-Additions & Alterations

Case No: 26757CSI1121 <https://sahris.org.za/node/387432>

Ms Chiara Singh introduced the item.

Kobus van Wyk was present and took part in the discussion.

DISCUSSION

- Outstanding information received 7 January for annotated plans.
- Stop works order issued 30 October 2025 and emergency permit issued 4 November 2025 for the stabilisation of the roof (HWC25110301CSI1103).
- Work applied for has started
- Not Graded
- Outside HPO
- Proposed work is for internal alterations and an extension to the existing dwelling.
- CoCT provided comment and support the application stating photographs revealed the numerous intact significant features and elements associated with the era of the house. All new work is supported as there will be a minimum loss of significant historical fabric; and it will not be to the detriment of the architectural significance of the site nor the streetscape of Chesterfield Road.
- CIBRA provided comment and support the application on condition that: 1. The wall underneath the new en-suite bathroom width of 2,78m is to be built up from the ground on foundations for a length of 2.10m, so that the remaining cantilever to be the same as the existing two cantilevers on the front facade. The remaining width of the cantilever to be the same detail as the existing two cantilevers on the front facade. 2. The same new en-suite bathroom extension is to be set back from the front façade by 600mm, in order to maintain the architectural integrity of the front façade.

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. The stop works order issued on 30 October 2025 is lifted.

CSI

13.10 Farm 711, 3 Varkens Vlei Road, Philippi, S34-Total Demolition

Case No: HWC25102208CSI1118

CASE SUMMARY

- Outstanding information received 22 December for company resolution, internal photographs, streetscape photographs
- Work applied for has not started
- Not Graded
- Outside HPO
- Proposed work is for the total demolition of the structure

- CoCT provided comment and support the application stating that the structure is not conservation worthy and not worthy of retention in its current form.

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.

CSI

13.11 Erf 577, 7 Gilmour Hill Road, Tamboerskloof, S34-Additions & Alterations

Case No: HWC25110508CSI1011

Ms Chiara Singh introduced the item.

DISCUSSION

- Outstanding information received 7 December for Company resolution, CIBRA comment, streetscape and internal photos. Clarification regarding the age of the wall if known
- Work applied for has not started
- Graded IIIC
- Inside HPO
- Proposed work is for a new pool, deck, raised planter structure, and the replacement of the boundary wall. Really hard to tell whether the wall is older than 60 years or not.
- CoCT and CIBRA 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

13.12 Erf 3706-RE, 1 Higgo Road, Gardens, S34-Total Demolition

Case No: HWC25102402EJV1111

Emily Jane Vowles introduced the item.

DISCUSSION

- Outstanding Information received on 10 December 2025
- Not Graded
- Outside HPO
- Work has not started
- The proposal is to demolish the historic stone walling that intersects the site. Apart from the portion of the wall, the property is vacant with no other structures present following total demolition in 2013 under case number 130611SD07E.
- The walling, comprised of stone bonded with lime mortar, had previously been part of the Kloof Road railway network. Kloof Nek Road was built in 1848 as an access road to Kloof Nek itself and its pass which was used primarily as a look-out post for soldiers as well as a supply route to Camps Bay. A horse drawn public transport network was introduced in and around the city in 1863. In 1894 the Cape Town City Council granted the right to a local businessman, Henry Butters, to build and operate the first electric tramway company through the city and in 1896, the first electric tram service in Cape Town was officially inaugurated. By that time, the so-called Metropolitan and Suburban Railway connected the city with the harbour and Green Point and Sea Point. In 1901 an electric tram route was opened to connect Sea Point at the end of the railway line, to Camps Bay. After a struggle to develop roads and tracks over the mountain to Camps Bay, the Camps Bay Tramway Company Ltd was formed, and a shed and power station were built at Camps Bay. In 1902, the first electric tram to Camps Bay via Kloof Nek began operation on what was to become known as the scenic tram route to Camps Bay. The electric tram service was in operation until February 1930, and only after the closure did Camps Bay Drive become a public road for cars. In 1933 the Cape Town City Council authorised the use of

trolley buses, or trackless trams, on the Kloof Nek route, but this was short lived and was closed in 1939, to be replaced across the city by busses with internal combustion engines.

- David Halkett on behalf of ACO Associates undertook a site inspection in October 2024 noting that the walling has been displaced by tree action and soil slippage and is in a poor state. The suggested grading of the features is IIIc (of local heritage significance). A section of the old wall at the top of Higgo Road that is relatively well preserved will be retained to acknowledge the past while the remainder of the wall, given the current condition, is recommended for demolition.
- CoCT support; CIBRA support on the understanding that a portion of the wall at the end of Higgo Road within the cul-de-sac will not be disturbed. The applicant confirms that this portion is located on the adjacent Erf 2556 and is not located on the subject property or within the scope of the current proposal.

DECISION

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

EJV

13.13 Erf 3606-RE, 1 Higgo Road, Gardens, S35-Disturbance

Case No: HWC25102402EJV1111

Emily Jane Vowles introduced the item.

DISCUSSION

- Outstanding Information received on 10 December 2025
- Not Graded
- Outside HPO
- Work has not started
- The proposal is to demolish the historic stone walling that intersects the site. Apart from the portion of the wall, the property is vacant with no other structures present following total demolition in 2013 under case number 130611SD07E.
- The walling, comprised of stone bonded with lime mortar, had previously been part of the Kloof Road railway network. Kloof Nek Road was built in 1848 as an access road to Kloof Nek itself and its pass which was used primarily as a look-out post for soldiers as well as a supply route to Camps Bay. A horse drawn public transport network was introduced in and around the city in 1863. In 1894 the Cape Town City Council granted the right to a local businessman, Henry Butters, to build and operate the first electric tramway company through the city and in 1896, the first electric tram service in Cape Town was officially inaugurated. By that time, the so-called Metropolitan and Suburban Railway connected the city with the harbour and Green Point and Sea Point. In 1901 an electric tram route was opened to connect Sea Point at the end of the railway line, to Camps Bay. After a struggle to develop roads and tracks over the mountain to Camps Bay, the Camps Bay Tramway Company Ltd was formed, and a shed and power station were built at Camps Bay. In 1902, the first electric tram to Camps Bay via Kloof Nek began operation on what was to become known as the scenic tram route to Camps Bay. The electric tram service was in operation until February 1930, and only after the closure did Camps Bay Drive become a public road for cars. In 1933 the Cape Town City Council authorised the use of trolley buses, or trackless trams, on the Kloof Nek route, but this was short lived and was closed in 1939, to be replaced across the city by busses with internal combustion engines.
- David Halkett on behalf of ACO Associates undertook a site inspection in October 2024 noting that the walling has been displaced by tree action and soil slippage and is in a poor state. The suggested grading of the features is IIIc (of local heritage significance). A section of the old wall at the top of Higgo Road that is relatively well preserved will be retained to acknowledge the past while the remainder of the wall, given the current condition, is recommended for demolition.
- CoCT support; CIBRA support on the understanding that a portion of the wall at the end of Higgo Road within the cul-de-sac will not be disturbed. The applicant confirms that this portion is

located on the adjacent Erf 2556 and is not located on the subject property or within the scope of the current proposal.

DECISION

The Committee resolved to approve the Section 35 permit application prepared by David Hallkett of ACO Associates dated October 2024.

EJV

13.14 Erf 38, 33 Van Breda Street, Agulhas, S34-Total Demolition

Case No: HWC25082839EJV0829

Emily Jane Vowles introduced the item.

Paul Boshoff, De le Rey Knoblauch and Emmerentia De Kock were present and took part in the discussion.

DISCUSSION

- Graded IIIB
- Outside HPO
- Work has not started
- Previous application HWC23030809RG0308 for the partial demolition and alterations to the Agulhas Historic Van Breda House was approved by HOMs in October 2023. The demolition of the structures on Erven 37 and 39 were approved under the previous permit.
- The current proposal is to demolish the entirety of the structure inclusive of the portion on Erf 38 and the unauthorised extensions across the three erven. The demolition is motivated for in a structural engineer's report that notes that there are several severe structural issues including significant cracks in both the interior and exterior walls, foundation deficiencies, weathering of the sandstone, and an overall deterioration in key structural elements, especially around the stoep area. The engineer concludes that given the extent of structural distress, the required repairs would likely surpass the cost of reconstructing the building to meet current standards. The historic house will be rebuilt as a contemporary facsimile of the 1929 original in order to safeguard the prominence of the heritage resource, ensuring that the reconstructed house remains visually and spatially dominant within the streetscape. The current structure has been scanned and a digital model created to allow for future reference and archival purposes.
- Extensive public participation was followed: AHS requested a second opinion by an independent structural engineer, and, should the second opinion concludes that it is not feasible to retain the original construction or a substantial portion of it, the developers should be requested to display and preserve portions of the original construction which show the methods and material used in the original building. The Municipality wholly supported the application. WCC had no comment on the application.
- The application was heard at HOMs on 8 September 2025 where the following further requirements were requested:
 1. The structural engineer's report is to be supplemented by a secondary, independent report undertaken by a structural engineer with heritage experience.
 2. A Heritage Statement must be provided detailing the extent of the heritage fabric remaining, potential for repurposing or retention thereof, and where repurposing/retention is possible, for this to be reflected on a revised set of plans.
 3. The report and heritage statement must be circulated to I&APs for a 14-day commenting period before being resubmitted to HWC. Any objections received must be responded to by the applicant in a written document.
- The further requirements were submitted on 5 December 2025. Henry Fagan engineers undertook the independent structural assessment and determined that extensive rebuilding of the stoep, retrospective addressing of the rising damp, differential settlement of foundations, and the need for a total roof replacement mean that significant parts of the original fabric will be lost in order to allow for restoration. The cost thereof may be unfavourable when compared to replacement with a well-designed replacement.

- In response to the findings of the engineer's report, the Heritage Statement proposes the following:
 1. The structural failures, moisture ingress, and extensive fabric deterioration make restoration impractical. The reconstruction approach is therefore favoured.
 2. Relocation of the replacement structure to Erf 37 rather than on the footprint of Erf 38 to ensure defining spatial character and visual primacy is maintained
 3. Original timber floors and joinery will be reused
- AHS Revised Comment offers support for the total demolition of the condemned structure and relocation and reconstruction but notes that the new 'Southernmost' will lose its place on the L'Agulhas heritage site register. As noted earlier, the Municipality wholly supported the original application and WCC had no comment on the application.
- All parties were invited to HOMs today.
- The matter was ventilated with all parties understanding the need for the demolition.

DECISION

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

EJV

13.15 Erf 923, 11 Kormorant Close, Fisherman's Village, Paternoster, S34-Additions & Alterations

Case No: HWC25111807EJV1027

Emily Jane Vowles introduced the item.

DISCUSSION

- Outstanding Information received on 5, 11, and 18 November and 8 December 2025
- Not Graded
- Outside HPO
- Work has not started
- The proposal is to install a reinforced concrete roof with balcony over the existing patio, extension to the southeast to accommodate a new dry yard, and internal alterations. Note that human remains, and a shell deposit were found on the neighbouring Erf 926 (HWC25111008SB1117 and HWC25112107SB1117). There is therefore established archaeological sensitivity in the immediate area. The proposal does not introduce excessive earthworks, and in all likelihood the ground immediately surrounding the existing structure has been heavily disturbed by the original construction, but caution should be taken.
- The Municipality notes that HWC submission is required
- Recommendation is for approval on condition that: If any archaeological material or evidence of burials is discovered during earth-moving activities all works must be stopped and Heritage Western Cape must be notified immediately. The Case Officer does not want this clause included on the permit simply as part of the note but rather as a specific condition.

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. If any archaeological material or evidence of burials is discovered during earth-moving activities all works must be stopped and Heritage Western Cape must be notified immediately.

EJV

13.16 Farm 282 Portion 3, Middelpos, Saldanha Bay, S38(8)-HIA

Case No: HWC23110725SB1107

Emily Jane Vowles introduced the item.

DISCUSSION

- Outstanding Information received on 11 December 2025
- Not Graded
- Outside HPO

- Work has not started
- HOMs in November 2023 requested an HIA with AIA, PIA and VIA on the CL
- The proposal is to rezone the site from agricultural to residential, open space, business, transport, and institutional to allow for the development of a residential neighbourhood designated by the Saldanha Bay Integrated Development Plan to alleviate the severe housing backlog. The site is currently vacant, inside the urban edge, and has been disturbed. In terms of archaeology, the west coast has a rich history of pre-colonial and colonial occupation evidenced by open air and cave sites, human remains, and middens. The field assessment revealed no pre-historic or historic archaeological heritage resources. The development site is severely degraded as a result of foot traffic and dumping of building rubble and domestic waste. No graves or grave-like features were encountered. In terms of the built environment, there are no structures, built features, or ruins within the project area and therefore there is no impact on the built environment. In terms of palaeontology the Project Area is situated practically entirely on calcreted Langebaan Formation calcareous aeolianite beneath a variable thickness of quartzose coversands and degraded dunes of the Springfontyn Formation Q1 sandy soil. The calcreted Langebaan Formation is classified to be of very high sensitivity, due to previous fossil finds of significant scientific value, such as the fossils occurring on naturally exposed deflating palaeosurfaces, in quarries and in ancient hyaena lairs. Many of the foundations and infrastructure trenches are likely to intersect this formation. Most intersections are expected to be relatively shallow, affecting mainly the calcrete in which the fossil bones are overall sporadic, but locally more common. The probability to unearthing fossil bone is therefore probable. The fossil bones in the Springfontyn Fm. coversands are expected to be of late Quaternary age and likely to be mainly members of the extant, modern fauna, but some extinct species could also occur. Although the palaeontological sensitivity of the Springfontyn Fm. coversands is rated low, the probability of the unearthing of fossil bone is probable (distinct possibility), due to the large development footprint and the considerable volume of coversands which will be excavated. With the exception of rare local "hotspots", due to the overall scarcity of fossil bones in the coversands and underlying buried soils, the palaeontological sensitivity of the Springfontyn Fm. Q1 coversands is overall low. Ultimately, due to the large development footprint, the potential impact of the proposal is rated high in the absence of effective mitigation and is probable. However, the probable presence of fossils in the subsurface does not have an a priori influence on the decision to proceed with the proposed development, i.e. there are no NO-GO zones. However, mitigation measures are essential. In terms of the cultural landscape, the site is primarily surrounded by residential, low cost and informal housing while vacant spots have been designated for infill housing projects. Subsistence farming dominates the area immediately to the north of the site. The cultural landscape is therefore highly degraded in this area and has low scenic qualities and a low landscape integrity. The site does not fall along a scenic route.
- In terms of public participation: The Saldanha Bay Municipality support. The Aikonese Cochoqua Khoi Tirbal Council object on the basis of 1. the alienation of land and 2. the threat to the Cochoqua's conservation project. Firstly, the development seeks to expand non-indigenous residential development opportunities onto land confirmed by the archaeology of the region to have first been inhabited by the Cochoqua Khoekhoe thereby marginalising the indigenous communities. They urge the municipality to explore affirmative development and restorative justice. Secondly, the site falls within a larger area they intend to establish as the Cochoqua Cultural Heritage and Conservation Park in order to establish a KhoiSan cultural village and preserve and rehabilitate the unique Saldanha Peninsula bioregion.
- Consultant responds to the objection on page 21 of the HIA
- Kaplan concludes the HIA titled "The Proposed Middelpoos Housing Project on Portion 3 of Farm Kliprug No. 267, Middelpoos, Saldanha Bay, Western Cape", dated September 2024, with the following recommendations on pages 21 and 22: Archaeology: 1. No further mitigation is required. 2. No monitoring is required during construction phase excavations. 3. If any graves, or buried human remains are uncovered during construction excavations, these must be immediately reported to the archaeologist (J Kaplan 082 321 0172). Burials must not be disturbed until inspected by the archaeologist. Palaeontology: 1. The Fossil Chance Find Protocol must be added to the EMP (Pether 2024). The above recommendations must be included in the

Environmental Management Plan for the project and must be monitored by the Environmental Control Officer.

REFERRAL

The Committee resolved to refer the matter to IACom on 18 February 2026 due to the objections received and the mitigation required.

EJV

13.17 Erf 1197, Noordwal Helderberg Street, Stellenbosch, S34-Additions & Rezoning

Case No: HWC25080507SB0806

Ms Stephanie Barnardt-Delport introduced the item.

DISCUSSION

- Background: previous case (20040702KB0420E) that was at BELCom, committee noted that there was unauthorized work and there was condition that the attic/second floor be pursued. But the permit was not revoked. Previously the two-storey additions to the rear was approved.
- Proposal: "Rezoning from Conventional Residential Zone to Mix Use Zone. Permanent departure to the building line. Amendment of the approval conditions to facilitate the use of main dwellings for a 3-bedroom guest house in lieu of the current 9-bedroom guest house." The proposal includes now a new/amended additional third storey (2nd floor/attic).
- Work start: According to the form – Yes
- Grade: IIC
- HPO: inside
- Comments: SIG notes that the proposal is no different from BELCom decision dated 2 February 2021. They further stressed that third storey on site should not be permitted. Email was sent to Stellenbosch heritage on the 1 July – no response.
- . Additional information received on 13 October, Stellenbosch municipality noted that they cannot approve the unauthorized work and that no further action will be taken for the attic/second floor indicated on drawing no. SD-3422-M202, SD-3422-M101 and SD-3422-M301 dated 2 February 2021 (PITCHED-ROOF OPTION). Furthermore, the previous permit dated 26th November 2018 will not be revoked. The revised SDP was support was the 3rd story was refused.
- Departure was not approved as did not met all the conditions (use for medical consulting room), removal of restrictive title deed condition – structure on site can be utilized as guesthouse was approved. .
- Additional information received 4 December 2025, Stellenbosch municipality object.

HELD OVER

The application is held over to the Heritage Officers' Meeting (HOMs) on 26 January 2026 due to objection received and parties to be invited.

SB

13.18 Erf 1527, 2 Thierry Road, Mostertsdrift, Stellenbosch, S34-Total Demolition

Case No: HWC25102806SB1103

Ms Stephanie Barnardt-Delport introduced the item.

DISCUSSION

- Proposal: demolition of existing single-story building and the swimming pool.
- Work start: According to the form – no
- Grade: not graded
- HPO: outside
- Comments: Stellenbosch Interest Group and municipality support.
- Stellenbosch Heritage Foundation (SHF) did not comment within 30 days - see email trail.
- Typical 1950s house and according to municipality survey – not graded.
- additional information received 12 November.

DECISION

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

SB

13.19 Erf re-19, 25 van Reenan Street, McGregor, S34-Additions & Alteration

Case No: HWC25102107SB1117

Ms Stephanie Barnardt-Delport introduced the item.

DISCUSSION

- Proposal: work already completed - chimney, replacing doors and windows on the Southeast elevation, expansion of the building on the Southwest elevation with a corrugated iron roof.
- Work start: According to the form – Yes
- Grade: 3B
- HPO: Outside
- Comments: Municipality support, McGregor Heritage Society does not approve the unauthorized work but recommends the plan as does not have negative impact.
- Additional information received 4 December 2025 and 9 January 2026.

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.

SB

13.20 Portion 45 of Farm 159 Meerendal Farm, Durbanville, S38(4)-HIA

Case No: HWC23112104SB1124

OUTSTANDING INFORMATION

Proof of payment required.

SB

13.21 Erf 19825, 2 Dorette Street, Paarl, S34-Alterations & Additions

Case No: HWC25100707SVB1114

Ms Sofia Briel introduced the item.

Clive Theunissen was present and took part in the discussion.

DISCUSSION

- Outstanding information received on 20 November 2025.
- On 24 November 2025 HOMs requested FR for the Heritage Statement to be circulated to Drakenstein Municipality for a 14-day commenting period.
- The Drakenstein Municipality's revised comment was submitted to HWC on 10 December 2025.
- The property is not graded and outside of any HPO. However, the Drakenstein Municipality recommend a grading of IIIA in their comment.
- Work has not started.
- The proposal is for the addition of two new free-standing dwellings along the northern boundary of the site as well as a new two double garages which connect to the existing dwelling via an external wall. The proposal is also for alterations to the existing house which include changes to various internal openings, as well as windows, addition of some new internal walls, as well the addition of a new drying yard, boundary wall, and various other gardens walls that touch the existing dwelling. The proposal is also to re-roof the entire house in corrugated iron roof sheeting.
- DHF do not object to the proposal.
- Paarl 300 support the proposal.
- Drakenstein Municipality initially objected to the proposal, however as per the FR requested by HOMs the heritage statement was circulated to Drakenstein Municipality who issued a comment of no objection.

DECISION

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

SVB

13.22 Erf 2855, 48 Leeuwen Street, Bo-Kaap, S34-Additions & Alterations

Case No: HWC25101603SVB1030

Ms Sofia Briel introduced the item.

DISCUSSION

- Outstanding information received on 04, 05 and 07 November 2025.
- The property is graded IIIC and within the Bo-Kaap HPOZ.
- Work has not started.
- The proposal is for an addition to the rear of the property on the ground floor, minor internal alterations and a new balustrade along the street facing stoep. The proposal is also for the addition of a second storey which is set back approximately 1,2m from the street boundary.
- CoCT support the application on the condition that all the external windows and doors are timber. They note that aluminium doors and windows will not be supported. The door/window schedule, the architectural drawings and the notes on the drawings must all correlate to state that all external doors and windows to be timber.
- Bo-Kaap Youth Movement do not object.
- Bo-Kaap Tourism no response.
- Bo-Kaap Civic Association no response.

DECISION

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

SVB

13.23 Erf 88276-RE, 40 Main Road, St James, S34-Additions & Alterations

Case No: HWC25100808SVB1121

Ms Sofia Briel introduced the item.

Bridget O' Donoghue was present and took part in the discussion.

DISCUSSION

- Outstanding information received on x Month 202X
- The property is graded IIIB and within the Muiz St James Kalk B HPOZ.
- Work has not started.
- The proposal is for alterations to the existing house and garage structure and an extensive addition in the open space between these two structures.
- CoCT did not respond.
- Kalk Bay and St James Ratepayers & Residents Association did not response.
- Kalk Bay Historical Association did not response.
- The heritage practitioner (Bridget O'Donoghue) notes that the proposed alterations and additions significantly improve this house, in terms of internal layout, access into the house from garden and garage, and improved living areas with the additional structure. According to the heritage practitioner these changes improve the site to suit a contemporary lifestyle; the enhancement of this site does not negatively impact any neighbour, local precinct and surrounding streetscapes. The heritage practitioner recommends approval.

DECISION

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

SVB

13.24 Erf 91580, 47 Belper Road, Wynberg, S34-Additions

Case No: HWC25102711SVB1030

Ms Sofia Briel introduced the item.

DISCUSSION

- Outstanding information received on 07 November and 10 December 2025.
- The property is graded IIIB and outside of any HPO.
- Work has not started.
- The proposal is for the addition of a second storey at the rear of the property and minor internal alterations to the existing ground storey.
- CoCT support the proposal.
- WECA did not respond.

DECISION

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

SVB

13.25 Erf 1086, 36 Vredehoek Avenue, Vredehoek, S34-Additions & Alterations

Case No: HWC25090904XM1117

CASE SUMMARY

- Outstanding information received on 04 December 2025. The application is for proposed alterations for Internal renovations to kitchen and bathrooms without any internal structural changes; restoration of doors to original size; installation of pergola, outdoor braai and swimming pool in backyard (not visible from street).
- Work has not started
- The property is graded IIIC
- Not within any HPO

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.

XM

13.26 Erf 173368, 30 Mayfield Avenue, Rondebosch, S34-Additions & Alterations

Case No: HWC25090902XM1120

CASE SUMMARY

- Outstanding information received on 12 December 2025. The application is for proposed alterations for the addition of a Nutec first storey onto a building older than 60 years. The client is wanting to add an additional two bedrooms and bathroom onto the property within the existing roof structure.
- Work has not started
- The property is graded IIIC, CoCT supports and Rondebosch Community Improvement District (RCID)
- Not within any HPO

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.

XM

13.27 Erf 345, 3 Almond Street, Napier, S34-Additions & Alterations

Case No: HWC25072110CN0801

OUTSTANDING INFORMATION

Napier Heritage Society comment required.

XM

13.28 Erf 38264, 3 Tanner Avenue, Athlone, S34-Additions & Alterations

Case No: HWC25081407XM0908

CASE SUMMARY

- Outstanding information received 15 December 2025.
- The application is for additions and alterations for ground floor additions.
- The building is not graded and city has graded conservation worthy and outside any HPOZ. Work has not started.
- HRS has no objection.

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.

XM

13.29 Erf 4079, 4 Calvyn Street, Strand, S34-Additions & Alterations

Case No: HWC25100302XM1119

Ms Xola Mlwandle introduced the item.

DISCUSSION

- Outstanding information received 17 December 2025.
- The application is for additions and alterations for carport and alterations to the front façade as well as internal and external repair and restoration. Work has been completed.
- The building has not been graded as yet. And not within any HPO.
- CoCT as there is no heritage value evident, the City therefore declines its
- opportunity to comment on this case from a heritage point of view and requests that HWC accepts and concludes this permit application without the City's comment.
- HRF did not respond within 30 days.

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.

For the above formal response to be issued, the applicant must first provide a proof of payment with the correct reference number indicating the correct amount having been paid as per the Provincial Notice 73/2025 in the Provincial Gazette Extraordinary No. 9088, dated 18 June 2025.

XM

13.30 Erf 44737, 20 Firth Road, Rondebosch, S34-Additions & Alterations

Case No: HWC25101504XM1020

CASE SUMMARY

- Outstanding information received 05 December 2025. The application is for additions and alterations for the refurbishment of the holuse including windows, garage door, wooden floors, fireplace replacement. Rewiring, plumbing and new roof is also proposed.
- Work has not started.
- The property is graded IIIC
- Not within any HPO
- CoCT 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.

XM

13.31 Erf 5329, 86 Sarel Cilliers Street, Strand, S34-Additions & Alterations
Case No: HWC25111809XM1119

CASE SUMMARY

- Outstanding information received 5 December 2025.
- The application is for additions and alterations including addition of a new double garage to house the owner's vehicles, Converting the existing single garage to a braai room, Adding a living unit on top of the converted braai room, Internal changes to convert the existing braai area into a living room
- Work has not started.
- The building has not been graded as yet. And not within any HPO.
- CoCT as there is no heritage value evident, the City therefore declines its
- opportunity to comment on this case from a heritage point of view and requests that HWC accepts and concludes this permit application without the City's comment.
- Not within any HPO
- HRF 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.

XM

13.32 Erf 57735, 8 Cecil Street, Claremont, S34-Additions & Alterations
Case No: HWC25102902XM1103

CASE SUMMARY

- Outstanding information received 11 December 2025.
- The application is for additions and alterations including enlarging of the existing small open plan dining room area (kitchen to remain) and relocating and enlarging the main bedroom with new en-suite with well needed bedroom cupboards. The current
- main bedroom position, is proposed to be relocated to where the current covered patio is & the current main bedroom [rotten flooring system to be removed and replaced with compacted ground and new concrete slab] to be altered into the dressing area, en-suite & stairs. With the semi-detached dwelling unit there is not enough floor and storage space. The work has not started
- Graded IIIC, outside any HPOZ
- HRS support
- The GLCA has no objection

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.

XM

13.33 Erf 7951, 12 Drakenstein Road, Van der Stel, Strand, S34-Additions & Alterations
Case No: HWC25101606XM1017

CASE SUMMARY

- Outstanding information received 12 December 2025.
- The application is for additions and alterations including Stoep enclosure (additional bedroom), Carport and Rear timber structure.
- The work has not started
- The building has not been graded as yet. And not within any HPO.
- HRS did not comment within 30 days
- The HRF 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.

XM

13.34 Erf 935, 30 Church Street, Wellington, S34-Additions & Alterations
Case No: 26645XM1111

OUTSTANDING INFORMATION

POP with the outstanding amount.

XM

14. NEW MATTERS

14.1 Erf 2819, off the N2, George, S38(8)-NID

Case No: 26967CSI0107 <https://sahris.org.za/node/388128>

Ms Chiara Singh introduced the item.

DISCUSSION

- Trigger: S38(1)(a) Construction of a road, wall, powerline, pipeline, canal or other similar form of linear development or barrier over 300m in length., 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: Burial ground where there is a previous approval in place (PV solar facility, HWC22112209AM1122). The current site was identified as the most suitable of the available sites to establish a cemetery because of its geotechnical aspects. The proposed cemetery will include the following: Designated burial areas consisting of formal grave plots; access and internal access roads, circulation routes and pedestrian pathways; visitor and staff parking facilities; ablution facilities and a caretaker/storage room; stormwater management infrastructure (e.g. channels, berms and attenuation features; essential services, including water and electrical supply; conservancy tank; turning points; boundary fencing and controlled access gate.
- Current zoning/land-use: Utility services zoning, road reserve and very small portion of road public open space ; vacant land.
- Built environment: There are no historical structures which will be negatively impacted by the proposed development.
- Visual impacts: A rural agricultural landscape and informal housing characterizes the cultural landscape north of the railway line. Alongside the N2, the proposed development site is infested with dense stands of invasive Black Wattle. No impact foreseen. The preferred site alternative is completely screened from the N2 by dense stands of invasive Black Wattle. A Visual Impact Assessment will be undertaken during the EIA process.
- Archaeology: No archaeological resources were identified on the site or in the immediate vicinity.
- Palaeontology: The palaeo sensitivity on the SAHRIS palaeo map is unknown. John Pether (pers. comm. 9 November 2022), '(all) the proposed sites are on the Maalgaten Granite – part of the George Pluton, Cape Granite Suite (and are) entirely unfossiliferous'.

FINAL COMMENT

The Committee resolved that no further studies are required, as heritage resources will not be impacted upon.

CSI

14.2 Erf 878, Riebeeck Kastiel, S38(8)-NID

Case No: 26941CSI0105 <https://sahris.org.za/node/388095>

Ms Chiara Singh introduced the item.

Bridget O' Donoghue was present and took part in the discussion.

DISCUSSION

- Trigger: S38(1)(a) Construction of a road, wall, powerline, pipeline, canal or other similar form of linear development or barrier over 300m in length., 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: Mixed-use residential development with associated infrastructure.
- Current zoning/land-use: Agricultural 1 ; agricultural grazing field
- Built environment: There are no historical buildings which will be impacted by the development.
- Visual impacts: Surrounding land use is residential, commercial, agricultural in nature. Proposed

development is situated within the urban edge. Site is located within a historic townscape that is defined on its boundaries by the farmlands, and local mountainscapes in the immediate context.

- Archaeology: There are no identified archaeological resources in the immediate vicinity but there could potentially be archaeological resources exposed during excavation.
- Palaeontology: Palaeo sensitivity on the SAHRIS palaeo map is low.
- Potential impacts to the townscape of Riebeeck Kasteel:
- Lack of integration of the proposed development into the historic town, development of residential 'enclaves' or/and security precincts, over densification of the site, inappropriate architectural languages and typologies for the development, lack of landscaped /park areas within the development, development too close to the R311 (therefore negatively impacting on the scenic route), dilution of the commercial/mixed used historic precinct of the historic town by the inappropriate type and location of commercial development, development of the elevated site areas and on the site's ridge lines, change to the primary and secondary routes of the town by introducing additional entrances into the core of the historic town and the scenic route (R311 - Church Street) on the site's western boundary.
- Consultant recommends Archaeological Impact Assessment, Townscape Assessment, Visual Impact Assessment.

INTERIM COMMENT

The Committee resolved to require a Heritage Impact Assessment (HIA) which complies with S38 (3) of the NHRA, and which includes the following:

1. Townscape Assessment
2. Visual Impact Assessment

CSI

14.3 Farm 338, Portion 14, Mooresburg, S38(8)-NID

Case No: 26981CSI0107 <https://sahris.org.za/node/388153>

Ms Chiara Singh introduced the item.

DISCUSSION

- Trigger: S38(1)(c)(i) exceeding 5 000m² in extent
- Proposed development: The proposed development requires the clearance of approximately 22ha of agricultural vegetation for the construction of 24 free-range chicken houses for commercial broilers. The houses will each be 150m x 17m (2550m²) in size, with the spacing in between ranging from 16m to 23.5m. The houses will hold 50 000 chickens each, resulting in a total of 1 200 000 chickens. The development proposes the following: Broilers: 24 x 50 000 chickens, associated infrastructure, access roads.
- Current zoning/land-use: Agricultural
- Built environment: There are no historical buildings which will be impacted by the development.
- Visual impacts: Block 1 is situated just off the N7 and block 2 is situated further inland. There are no renders of the chicken houses so it is difficult to assess the mass and scale against the landscape. The houses should be fairly flat although it is difficult to assess how they will blend into the natural landscape.
- Archaeology: No impacts expected as the site is agricultural in nature.
- Palaeontology: Palaeo sensitivity on the SAHRIS palaeo map is low.

FINAL COMMENT

The Committee resolved that no further studies are required, as heritage resources were not impacted.

CSI

14.4 Portion 7 of Farm 193, Clanwilliam, S38(8)-NID

Case No: 26952CSI0106 <https://sahris.org.za/node/388110>

Ms Chiara Singh introduced the item.

DISCUSSION

- Trigger: S38(1)(d) Rezoning of a site exceeding 10 000m² in extent.
- Proposed development: Rectification process in terms of Section 24G of NEMA for the unlawful development of a chalet / holiday unit without environmental authorisation and in addition apply for the proposed development of two new guest accommodation units. Also to reclassify the footprint areas of all structures within the Lodge to Resort Zone I.
- Current zoning/land-use: Resort
- Built environment: There are no historical buildings which were impacted by the construction of the initial chalet.
- Visual impacts: There are no visual impacts expected.
- Archaeology: The screener report indicates low archaeological sensitivity.
- Palaeontology: Palaeo sensitivity on the SAHRIS palaeo map is unknown but the site is sandwiched between areas of moderate and high sensitivity. The screener report indicates very high sensitivity. The majority of the site and specifically the area envisioned for the new tourist units are mapped as medium sensitivity.

FINAL COMMENT

The Committee resolved that no further studies are required, as heritage resources were not impacted.

For the above formal response to be issued, the applicant must first provide a proof of payment with the correct reference number indicating the correct amount having been paid as per the Provincial Notice 73/2025 in the Provincial Gazette Extraordinary No. 9088, dated 18 June 2025.

CSI

14.5 Farms No RE/24 La Fontaine, 4/47 Roode Hoogte, 16/47 Roode Hoogte, 14/47 Roode Hoogte, 27/47 Roode Hoogte, 31/47 Roode Hoogte, 331 Langeberg, 333 Langeberg, 104/128 Goedemoed, 5/128 Goedemoed, Farm 22/128 Goedemoed, & 38/128 Goedemoed, Robertson, S38(8)-NID

Case No: 26797RB1201 <https://sahris.org.za/node/387569>

Mr Ruan Brand introduced the item.

David Halkett was present and took part in the discussion.

DISCUSSION

- Application submitted on 17 November 2025 via SAHRIS but there was a small breakage in the system resulting in the case not being logged.
- Jake manually recreated the case on SAHRIS and RB missed adding for 9 December 2025 HOMs.
- S38(8) with DEA&DP as the authorising authority.
- S38(1)(a) and (c) triggered.
- Proposal is for revitalising 54.5 ha worth of land that has been in fallow for at least 20 years and to install 4-8m wide access roads as well as pipelines for water supply.
- Indigenous vegetation has grown back and as such there is a NEMA trigger.
- No shade netting is proposed.
- Palaeo is blue/low.
- Visually/CL the proposed uses fit into the existing land use of the area (as identified by Winter and Oberholzer [2014]).
- The HP has screened the route in 2018 and again in 2025 and found some ESA and MSA scatters along with a low-density 19th century earthenware ceramic and glass fragment scatter.
- All of these were in disturbed agricultural fields.
- The HP recommends NFS.
- HWC issued an NFS for the pipeline NID in 2018 (18091201SB0917E).
- Officer recommends NFS.

FINAL COMMENT

The Committee resolved that no further studies are required, as heritage resources will not be impacted upon.

RB

14.6 Erf 607, 64 Church Street, Prince Albert, S38(1)-NID

Case No: 26998RB0112 <https://sahris.org.za/node/388211>

OUTSTANDING INFORMATION

Proposal is for subdivision and a residential development, as such the SDP for the residential development is required.

RB

15. Other Matters

16. Adoption of Resolutions and Decisions:

XM moves to adopt and CSI seconds the adoption of resolutions and decisions of the meeting of 19 January 2026.

17. Closure: The chairperson, Mr Ruan Brand, officially closed the meeting at 11:11

18. Date of next meeting: 26 January 2026

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 Lynfræ 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 Worth

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 - 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

ASAPA - Association of Southern African Professional Archaeologists

ABHC - Associated Bibles 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

CRRRA - 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

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