

**APPROVED MINUTES OF THE MEETING OF HERITAGE WESTERN CAPE,
HERITAGE OFFICERS' MEETING
Held on Monday, 22 September 2025 at 08:30 via MS Teams**



1. Opening and Welcome

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

2. Attendance

Members

Ms. Stephanie Barnardt-Delport	Chairperson	SB
Emily Jane Vowles	Heritage Officer	EJV
Mr. Ruan Brand	Specialist Heritage Officer	RB
Ms. Sneha Jhupsee	Specialist Heritage Officer	SJ
Ms. Sofia Briel	Heritage Officer	SVB
Ms. Chane Herman	Heritage Officer	CH
Ms. Xola Mlwandle	Heritage Officer	XM
Ms. Chiara Singh	Heritage Officer	CSI

Staff

Ms. Waseefa Dhansay..left at 11h00	Assistant Director	WD
Ms. Aneeqah Brown	Secretariat	AB
Mr. Olwethu Dlova	Back-up	OD

Legal Advisor

Ms. Penelope Meyer	Deputy Director	PM
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Observers

Ms. Corne Alexander	Specialist Heritage Officer	CN
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Visitors

David Tredinnick	owner	Item 13.8
Kobus van Wyk	architect	13.8
Nicolene Visser	admin for DHF/public	Drakenstein items
Clive Theunissen	Drakenstein Municipality	Drakenstein items
Cindy Postlethwayt	Heritage consultant	14.19
Clinton Braaf	applicant	14.2
Pual Baker	Observer	14.17
Elize Mendelsohn	City of Cape Town	14.17

3. Apologies

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 22 September 2025.

CH moved to adopt the agenda and SJ seconded.

6. Approval of Minutes of the Previous Meeting

6.1. The Committee resolved to approve the minutes of 15 September 2025.

EJV moved to approve the minutes and SVB seconded.

7. Disclosure of conflict of interest

8. Confidential matters

None.

9. Standing Items

9.1. Site inspections undertaken

9.1.1. Portions of Farms 1130-RE and 3346-RE, Tokai Manor House, Porter Reformatory, Tokai – 9 September 2025 (EJV)

FOR NOTING

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

9.1.2. Erf 156110, Kelvin Grove, 144 Camp Ground Road, Newlands – 18 September 2025 (SVB)

FOR NOTING

The Committee notes the site inspection that was undertaken on 18 September 2025.

9.2 Proposed Site Inspections

9.2.1 None

9.3 Site Inspection Reports

9.3.1 Portions of Farms 1130-RE and 3346-RE, Tokai Manor House, Porter Reformatory, Tokai

- On 9 September 2025, HWC officials Emily-Jane Vowles, Sofia Briel, and Waseefa Dhansay undertook a site inspection of the Tokai Manor House Provincial Heritage Site (PHS).
- The City of Cape Town Map Viewer Statement of Significance reads as follows: "Late 18th century remnant of an earlier agricultural landscape which is now part of the Constantia Winelands cultural landscape. Very good architectural example and accredited as the work of the Cape Master LM Thibault".
- The Manor House is currently utilised as SANParks offices but is not going to be incorporated into the wider management plan for the adjacent Tokai Arboretum PHS and will be managed separately to this precinct. Funds are in place for the upkeep of the PHS, but stagnation in the process may necessitate the issuing of a Compulsory Repair Order (CRO) to bring maintenance and repair work into effect and ensure that neglect does not result in irreparable damage to heritage resources.
- With regards to the site, the forecourt was impressive, as the well-treed area renders this exposed and organised portion of property as a contrast to its context. The Manor House itself requires extensive plaster and paint repair on all four elevations and the decorative garden features. Structural cracking was noted on the north and west elevations, and notably on the gable parapet. Timber fixtures, while contributing to a great extent to the charm and proportional character of the structure, were highly weathered and subject to water ingress. Rudimentary external security features such as netting and fencing detracted from the front façade, and social distancing stickers from the Covid-era remained in place on the stoep despite such restrictions having been lifted for some time.
- The interior of the structure was largely well-maintained. Spaces were clean, bright, and functional with white walls, the original timber flooring, and black-and-white tiling. The floorboards on the thresholds between rooms required attention as they bowed under foot. Damp was also noted in the ceiling boards.

- To the rear of the Manor House was a terraced garden. There were decorative features in the garden reminiscent of its past use, such as a pool and colonnade suggestive of a pavilion.
- The Manor House and larger site are in need of a structural assessment followed by comprehensive maintenance. The structure has the capacity to be far more public-facing, and adaptive re-use should be considered to encourage community engagement with and investment in the adjacent Arboretum, Table Mountain National Park, and the site itself. While the (former) National Monuments Council plaque was noted on the front façade, there was no PHS plaque.
- The Committee resolved to endorse the site inspection and recommendations included therein.

9.4 Preparation for upcoming Committee meetings

9.4.1. HOMs - 29 September 2025

9.5 Tribunal Updates (Legal)

9.5.1 None

9.6 Interim and Close out Reports

9.6.1 None

9.7 Incomplete Applications

9.7.1 Matters Arising: 13.3, 13.4, 13.14, 13.16, 13.20

9.7.2 New Matters: 14.4, 14.8, 14.9, 14.10, 14.12, 14.13, 14.18, 14.20, 14.21, 14.22, 14.23, 14.30, 14.31, 14.32, 14.35, 14.38

9.8 Decisions taken under ASD delegation

9.8.1 Matters Arising: 13.6, 13.12, 13.21

9.8.2 New Matters: 14.11, 14.14, 14.15, 14.36

9.9 Exemption Notice 9051 of 2025: NCW graded within CoCT

9.9.1 Matter Arising: 13.19

9.9.2 New Matters: 14.33

9.10 Archaeological Matters

9.10.1 None

9.11 Illegal Works Database: Stop Works Orders issued

None

9.12 Permit deadline: 23 September 2025 @ 10h00

9.13 SAHRIS rollout feedback (RB)

9.13.1 The SAHRIS Engagement webinar on 19 September 2025 was successful with at its most 225 'tune-ins' being logged. The end of the session also announced the plans for moving fully onto SAHRIS in 2026. A session afterwards with the HWC Council was also successful. A meeting will be held on Thursday, 25 September 2025, with the SAHRIS Admin team to start polishing the BE and APM/BGG forms (alpha testing), which are currently only on the staging site. A reminder that the Drupal 10 upgrade is scheduled for 2 October 2025, with some SAHRIS down-time during the upgrade, and after this date, those forms will be migrated to the live system where HWC will have full access to edit them as a team (beta testing).

10 Administrative Matters

10.1 Erf 41446, Optenhorst Estate, Paarl

Case No: 16081003AS0524M / HWC25020501CN0205

- In 2022 HOMs resolved to endorse the revised SDP for the shopping centre, offices, and residential development on Erf 9209-RE in Paarl

- In 2024 when the Optenhorst Mall had been completed, the owner wished to amend the approved SDP and planning approval specifically in respect of portions of Portions 2 and 3 of the approved subdivision plan (now erven 41622, 41446, and 41623). These proposed revisions required a Supplementary Basic Assessment Report to amend the approved SDP in terms of NEMA and HOMs resolved to require a Supplementary HIA to assess the proposed revisions for potential heritage and visual impacts.
- The original Environmental Authorisation has now been amended and consequently split into four portions – portions being: residential, retail (Erf 41622), Intercare site (Erf 41623) and office site (Erf 41446).
- In 2025 HOMs resolved that the proposed amendment of the approved SDP and the Municipal Zoning approval restriction on the site for parking to permit the development of an Intercare facility, in accordance with the approved zoning and the notarial unlinking of erven 41623 and 41446 Paarl on Erf 41623, Via 30 Optenhorst Road, Paarl required no further studies.
- The amended EA for the retail site (Erf 41622) has since lapsed – the EA stipulated that the development must be concluded before or on 30 June 2025. Therefore, since the EA has lapsed, no application for an amendment to the SDP is required for that component. There is consequently no legal requirement for a Supplementary HIA addressing this component of the development.
- The proposed revision to the SDP for Erf 41446 still requires a NEMA process to amend that component of the EA approved SDP from office to residential use which may require HWC's Comment on the potential impact of the proposed change of use from office to residential. The details of this change are as follows:
 - The GLA will increase from the approved 3000m2 to 3859m2 and the height from 2-storeys with a pitched roof to a ground level with 2 storeys and a flat roof. See pages 7, 8, and 9 of Annexure D and Annexure F for visuals.
 - The use is congruent with the Drakenstein SDF 2022/27 (as amended 2024) and lies within the designated urban edge.
 - Erf 41446 is ungraded and outside of the SCPAOZ of Paarl
 - The proposed development conforms to the approved set-back from Optenhorst street and green vineyard buffer.
- HOMs resolved that a new NID is to be submitted for the proposal to Erf 41446 as the revised proposal constitutes a change in character.

11 Monitoring by practitioner

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

Case No.: HWC25080512SJ0901

- 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
- HOMs supported the application on 15 September 2025 and requested monitoring for endorsement to issue the permit.

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 John Wilson-Harris (Gabriel Fagan Architects) to monitor the proposed work.
2. A close-out report, compiled by John Wilson-Harris (Gabriel Fagan Architects), must be submitted to HWC within 30 days of practical completion.

12 Discussion of the agenda

12.1 (13.8) Erf 168133, Heytor Road, St James, S34-Total Demolition

Case No: HWC25090104SVB0901

- A Section 34 application for total demolition of all structure on the site is under item 13.8 of this agenda.
- The City of Cape Town map viewer notes that a portion of the site referred to as the “Summer House” is under the general NHRA protection of S35. In addition to this, the summer house is noted as being “under further investigation” on the City’s map. This has been discussed with the applicant who both in their report and via email maintains that the summer house structure is not older than 100 years and therefore would not require a S35 application. The applicant has provided correspondence with the City who advised that the property contains material that triggers S35 and that this must be investigated further by HWC.
- The committee resolved to hear the matter under item 13.8.

MATTERS TO BE DISCUSSED

13. MATTERS ARISING

13.1 Erf 102, 3 Princess Road, Fresnaye, S34-Additions & Alterations

Case No: HWC25052706CN0725

Chane Herman introduced the item.

DISCUSSION

- Outstanding information received on 13 September 2025.
- Graded IIIB
- Outside HPO
- Work, as per the previous permit has started. No proposed work has started - as per owners' email.
- Previous approvals:
 - 17061509WD0829E for Total Demolition - BELCom
 - HWC22121404CM1219 for Boundary wall, previous owner - Approved by HOMs on 17.01.23
 - HWC23091511CH1009 for internal refurbishments and an additional storey above a portion of the existing building - Approved by BELCom on 31.01.23
- Proposal: For a new double garage to the front of the house and a new boundary wall.
- Consultation:
 - CoCT support the new plan revision after engaging with the applicant
 - SFA supports garage and boundary wall
 - SFB cannot comment and do not condone application after the fact. However, the applicant notes the work that has started relates to the previous permits.
- Heritage considerations: low potential impacts to the heritage resource.

DECISION

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

CN

13.2 Erf 132, 8 Cathcart Street, Uniondale, S34-Additions & Alterations

Case No: HWC25052622CN0527

Emily-Jane Vowles introduced the item.

DISCUSSION

- Outstanding information: Received 3 June, 4 September and 11 September

- Grading: Ungraded
- HPO: Outside
- Status of work: Started as per the revised plans
- Proposal: For extensions to the side (new study, patio and garages), patio extension to the rear and internal alterations with some changes to windows and doors.
- Consultation: George Municipality objects on the basis that the plans to not differentiate the core historic house from the later additions, they do not clearly represent as-built elements such as the pergola and entertainment area, and a pitched roof should be considered over the garage rather than a flat roof.
- Applicant response: The drawings have been revised to indicate the core structure and proposed work as distinct from the completed work. The proposed work for the new garage and store have been carefully designed to maintain the architectural relationship between the existing main dwelling and its supporting structures to ensure the main dwelling retains its prominence. The parapet and lean-to are sensitive and align with the scale and function of the ancillary buildings to avoid competing with the main dwelling's architectural features, ensuring a cohesive and historically authentic visual balance. A pitched roof would introduce a visual element that could potentially overshadow the existing main dwelling and disrupt the established architectural hierarchy. Renders have been provided.
- All parties have been invited to HOMs today.

DECISION

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

CN

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

OUTSTANDING INFORMATION

Contextual photographs required

CSI

- 13.4 Erf 128, Unit 5C, 16 Quendon Road, Sea Point, S34-Minor Works**
Case No: HWC25082813CSI0828

OUTSTANDING INFORMATION

Title deed stating new owner or old title deed reflecting the previous ownership and POA is required.

CSI

- 13.5 Erf 428, 8 Waterkant Street, Velddrif, S34-Total Demolition**
Case No: HWC25082819CSI0828

Ms Chiara Singh introduced the item.

DISCUSSION

- Outstanding information received 15 and 16 September for streetscape and internal photos, locality map and comments.
- Work applied for has not started
- Not Graded
- Outside HPO
- Proposed work is for the total demolition of the outbuilding structure to rebuild on new footprint according to the applicant.
- Bergrivier Municipality provided comment stating that they support the application as per the VHF comment.
- Velddrif Heritage Foundation provided comment and support the application stating that this is

one of the very few, still existing, old outbuildings in Velddrif, and is therefore worth retaining, as far as possible, in its original condition. However, it is noted that there have been additions to the overall structure over time and the structure is currently in an unstable condition and have noted that the owner wishes to retain the old windows, doors and type of roof structure.

FURTHER REQUIREMENTS

The Committee resolved to request the following further requirements:

1. Annotated plans clearly mark up the demolished section and section to be rebuilt.

CSI

13.6 Erf 10200, 60 Central Circle, Fish Hoek, S34-Additions & Alterations

Case No: HWC25082829SVB0903

Ms Sofia Briel introduced the item.

CASE SUMMARY

- Outstanding information received on 15 September 2025.
- The property is graded IIIC and outside of any HPO.
- Work has not started.
- The proposal is for internal alterations to the first storey as well as a new veranda extension, and the addition of a new second storey.
- CoCT support 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

13.7 Erf 1211, 20 Stander Street, George, S34-Additions & Alterations

Case No: HWC25080410SVB0805

Ms Sofia Briel introduced the item.

DISCUSSION

- Outstanding information received on 17 September 2025
- The property is ungraded and outside of any HPO.
- Work has not started.
- The proposal is for internal renovations to reconfigure the internal layout as well as replacement of the existing timber windows with aluminium. The proposal is also for demolition of the existing garage and replacement of the roof as well as enclosure of a portion of the existing patio.
- George Heritage Trust did not respond.
- George Municipality do not approve and note that the existing garage to be demolished before the plan can be recommended.
- All I&APs have been invited to today's meeting.

DECISION

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

SVB

13.8 Erf 168133, Heytor Road, St James, S34-Total Demolition
Case No: HWC25090104SVB0901

Ms Sofia Briel introduced the item.

David Tredinnick and Kobus van Wyk were present and took part in the discussion.

DISCUSSION

- The site of the Summer House is noted as under investigation on the city's map viewer. The remainder of the site is ungraded.
- The property is within the Muizenberg St James Kalk Bay HPOZ.
- Work has not started.
- The proposal is for total demolition of the remnants of the existing stone structures referred to as the summer house, as well as the existing sandstone gate posts.
- KBSJRRRA & KBHA recommend that the summer house be retained and incorporated into the development (Mr Gasson is on both committees and I have been informed on previous applications that the committees are submitting join comments)
- CoCT did not respond within 30 days.
- Should there be a S35 trigger a S35 application to Heritage Western Cape would be applicable.

FURTHER REQUIREMENTS

The Committee is supportive of the proposed total demolition as there is insufficient heritage significance to warrant retention of the structure. However, the committee acknowledges the context to be of heritage significance and therefore the following is required:

1. Heritage design informants for the replacement structure compiled by a suitably qualified heritage practitioner must be submitted to HWC.
2. Plans for the replacement structure must be submitted to HWC in alignment with the heritage design informants.
3. The above must be circulated to I&APs for the 30-day consultation period and comments or proof of consultation must be submitted to HWC.
4. The Committee is supportive of the proposed total demolition of the existing sandstone gate posts. The applicant must provide a revised plan indicating the demolition of the sandstone gate posts.

SVB

13.9 Erf 1694, 3 York Road, Green Point, S34-Minor Works
Case No: HWC25082825SVB0829

Ms Sofia Briel introduced the item.

DISCUSSION

- Outstanding information received on 11 September 2025.
- The property is graded IIIB, on the register and within the Somerset Road proposed HPOZ.
- Work has not started.
- The proposal is for alterations to the courtyard of the apartment block, which is part of the common property of the sectional title scheme. The alterations to the courtyard are to change the layout of the steps and levels.

DECISION

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

SVB

13.10 Erf 44180, Corner Maine Street & Gymnasium Street, Paarl, S27-Minor Works

Case No: HWC25082834SVB0829

Ms Sofia Briel introduced the item.

Clive Theunissen was present and took part in the discussion.

DISCUSSION

- Outstanding information received on 11 September 2025.
- The property is a PHS and within the Paarl Central Special Character Protected Area and along the R45 scenic route.
- Work has not started.
- The proposal is for a like-for-like replacement of the existing corrugated roof sheeting of one of the buildings on the site.

DECISION

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

SVB

13.11 Erf 63653, 26 Valley Road, Kenilworth, S34-Alterations & Additions

Case No: HWC25021802SVB0512

Ms Sofia Briel introduced the item.

DISCUSSION

- This application was heard at HOMs on 19 May 2025 whereby the committee resolved to place the application under further investigation to investigate how the current proposal differs from the previous proposal and whether it aligns with the heritage indicators developed in the previous application under case number HWC23072008SJ0726.
- On 10 September the applicant provided a revised heritage statement as well as a conservation report.
- The property is graded IIIB and within the Kenilworth PHA proposed HPOZ.
- Work has not started.
- The proposal is for subdivision of the property into 4 portions, alterations to the existing dwelling and the addition of three new structures, one on each new portion. When this matter was last heard, the committee noted that it can only assess the impact of the proposed additions and alterations to the existing structures and not the impact of the proposed additional dwellings.
- The alterations to the existing dwelling include but are not limited to: converting the present kitchen yard into a garage; creating an opening between the kitchen and dining room; installing a new sliding door from the dining room to a new covered stoep; adding a new concrete-roofed veranda stoep covering; installing a new metal and glass double door within the existing opening between the lounge and dining room, fitted with parliament hinges to allow for full swings; converting the original first-floor glass-enclosed balcony into an en-suite bathroom for the main bedroom; incorporate the present separate toilet with the upstairs second bathroom; install a disabled hoist in the smaller bedrooms in the southeast corner.
- HWC issued a permit for a similar proposal on 22 August 2023 (HWC23072008SJ0726), however the proposed additions to the existing dwelling are significantly different, the new proposal includes internal and external alterations to the existing dwelling which the previous approval did not and the design of the additional units also differs significantly.
- The CoCT support the proposal, however they note the following:

- The proposed changes are substantial and there is insufficient documentation of the existing historic fabric
- However, this can be mitigated by a sufficiently documented description of the historic fabric/architectural features as well as the requirement that a suitably qualified and experienced Heritage Architect be appointed
- That a landscape plan also be provided
- They also noted that the loss of open garden space and readability of the resource from the garden and loss of subsidiary building components associated with the main 2 storey building, will result in a substantial change of setting and context of the resource.
- Docomomo-SA do not object to the proposal however they note the following:
 - The current subdivision and alteration proposal detrimentally affects the residence and its settings - it is generally less sensitive to the previous subdivision that we commented on. Without its garden context and the extended building footprint, the modernist house becomes less remarkable/ identifiable as a product of its time. It is acknowledged that the context of the neighbourhood has changed over time, especially the densification of residential fabric.
 - Although the house is a tentative but interesting example of its era, with period features and detailing intact, no new information has come to light, since our previous comment in 2021, about the history of the site, the design/designers of the residence.
 - Docomomo-SA supports the proposed recommendations for a suitably qualified heritage architect to guide and monitor the alterations to the building and for Docomomo-SA to be allowed to document the existing building before alterations occur. We request that this is enabled before any site clearance, tree felling or other demolitions begin so that the residence can be recorded in its present context.
 - Docomomo-SA also requests that the following mitigation measures be included in the conservation management statement: Mitigation measures to retain or reinstate greenery around the house to retain the quality of the original setting will be appreciated. That the materiality of the existing house be retained externally and internally, and that period features (mentioned in our previous comment) be retained far as possible/ reasonable. We support repair and refurbishment over replacement, and where replacement is needed, that it is on a like-for-like basis.
- The applicant had the following response to comments:
 - Recommendation of a conservation management plan by a Conservation Architect is accepted
 - Landscape plan indicated a garden around the house
 - The setting of the house will be changed by the proposed subdivision and development. The large, vegetated setting will be removed, as the development of the residences on the adjoining northern site has done.
 - The important part is that the house is retained and appropriately altered.
- I&APs have been invited to today's meeting.
- The recommendations of the conservation architect and heritage practitioner are as follows: the heritage significance of the house at 26 Valley Road, Kenilworth, is assessed as having a high intrinsic architectural significance. It is an intact Modernist / Art Deco-influenced domestic house and a rare example in Cape Town of this hybrid typology. The authentic, empirical, and phenomenological qualities and values of the house must be conserved. These conservation methodologies are prepared to guide the building intervention, so that the intrinsic architectural qualities are retained. We recommend that this Fabric Analysis and Conservation Methodology Statement report, attached to the final architect's drawings, be approved as these comply with the requirements of HWC.

FURTHER REQUIREMENTS

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, and this document must be submitted to HWC by the applicant.

SVB

13.12 Erven 113 & 114, 19 & 25 Heerengracht Boulevard, Cape Town City Centre, S34-Alterations

Case No: HWC25070114SVB0702

Ms Sofia Briel introduced the item.

CASE SUMMARY

- Outstanding information received on 04 and 15 September 2025.
- The property is graded IIIC and outside any HPO.
- Work has not started.
- The proposal is to convert the 1st and 2nd floor parking areas into apartment, this entails various new internal walls as well as new aluminium windows on the eastern facade, across the first and second storeys of the building. The other storeys are to remain unchanged.
- CoCT support the proposal.
- CIBRA did not respond 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.

SVB

13.13 Erf 1106, 3 Geldenhuys Street, Malmesbury, S34-Alterations & Additions

Case No: HWC24080136XM0923

OUTSTANDING INFORMATION

Confirmation on the ownership is required.

XM

13.14 Erf 1551, 168 High Level Road, Sea Point, S34-Additions & Alterations

Case No: HWC25080701XM0807

OUTSTANDING INFORMATION

SFA comment and plans showing the elevations is required.

XM

13.15 Erf 1705, 19 Alex Pienaar Street, Strand, S34-Total Demolition

Case No: HWC25080506XM0805

Ms Xola Mlwandle introduced the item.

DISCUSSION

- Outstanding information received 09 September 2025.
- The proposal is for total demolition already taken place, work has been completed.
- The property is currently being rezoned to general business. The new development proposal on Erf 1705 will include a new structure which will be physically attached as an addition to the existing building older than 60 years (which will be retained) on the adjacent Erf 35384 Strand.
- The demolition occurred in 2022, and no further work has been undertaken on the site since.

- Graded IIIC/NCW, Outside the HPO
- The HRF abstain from comment on this, on the basis that the work is already done thus limiting the value of any such comments. HRF refer the matter to Heritage Western Cape the City of Cape Town for their decision on how the matter should best be dealt with.
- CoCT comment: as there is/was no heritage value evident, the City 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. Recommend S51 for the completed demolition.

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.

XM

13.16 Erf 2327, 21 Camps Bay Drive, Camps Bay, S34-Additions & Alterations Case No: HWC25072210XM0724

OUTSTANDING INFORMATION

Revised plans clearly showing the proposed work and completed work, clarification of the owner of the property is required.

XM

13.17 Erf 31843, 61 Upper Liesbeek Road, Rosebank, S34-Additions & Alterations Case No: HWC25020503XM0512

Ms Xola Mlwandle introduced the item.

DISCUSSION

- Outstanding information received 07 September 2025.
- Homs previously requested for a heritage statement to be submitted from meeting of 22 May 2025.
- The proposal is for an addition of first floor bathroom and ensuite. The bathrooms were added to enhance the functionality of the house in order to bring it up to par with market expectations. The bathroom construction is external dry-walling and corrugated roof sheeting therefore it can be removed in the future or can be easily updated to match the flat plaster aesthetic should a future owner wish to.
- Work has been completed
- Graded IIIA
- Outside the HPOZ
- E&HM comment: The completed works are not compatible with the highly graded resource in terms of the architectural language and finish and detract from the levels of significance and landmark qualities of the resource. HRS cannot condone unauthorised work to a heritage resource and does not support.
- RAMPAC did not provide a comment within the 30-day commenting period.
- Recommendation from the report compiled by Lize Malan: Whereas illegal work cannot be condoned, the matter also must be resolved. The author of this report is confident that had the owners applied for the work set out in this report HWC would have issued a permit for the work. Following on Section 8 above, the illegal work is regarded as not detracting from the heritage significance of the house. In this regard it would seem that the comments from the CoCT have not been well-considered, mostly likely as a result of the fact that the original application, was not sufficiently comprehensive. It is thus recommended that HWC accept the plans by Enran Frankenfield Architects, as submitted to HWC. No further action in terms of Section 51 of the NHRA is recommended.

FURTHER REQUIREMENTS

The Committee resolved to request the following further requirements:

1. Updated plans reflecting all the completed work
2. All parties must be invited to the next meeting

XM

13.18 Erf 3936, 6 Upper Faure Street, Paarl, S34-Additions & Alterations Case No: HWC25030504XM0422

Ms Xola Mlwandle introduced the item.

DISCUSSION

- Outstanding information received 09 September 2025
- Homs further requirement meeting of 07 July 2025 for a heritage statement to be submitted detailing the interior significance and retaining significant heritage identified. Report has been submitted as per requirement Compiled by Anne-Marie Fick.
- The proposal is for additions and alterations to convert the property into a short-stay accommodation facility and need to effect the proposed additions/alterations to meet their requirements for this purpose but retaining the traditional look and feel of the property. The main alterations will be the addition of two bedrooms above the double garage at the far end of the property
- that will not be visible from the La Mode street angle or most of Upper Faure Street.
- A small pool and pool terrace is also proposed in the lush garden area behind the residence on the Septimus Street side, from where it will not be visible. The existing gazebos are planned to be converted internally into en-suite accommodation units to further increase the accommodation capacity, but the alterations will not detract from its external character. External paintwork is to be done in vernacular Cape Dutch white, and the stonework to remain as original. The proposed additions and alterations will not detract from the existing character of the old residence or have a negative impact on the surrounding streetscapes or the adjoining properties, which are all modern structures of no architectural or historical significance.
- Wok has not started
- Graded IIIA
- Within the Paarl Special Character Protected Overlay Zone.
- Consultation comments: The DHF does not object to the alterations. However, the committee is of the opinion that similar materials to the existing, especially when it comes to the roof, should be used. The Drakenstein municipality offers objection and recommends that additional information must be provided of the extent of the interior spaces where they contribute to the significance and character of the existing dwelling and Paarl 300 supports
DHF revised comment: The DHF Committee is satisfied with the information provided and offer No Objection to the
- application currently serving at Heritage Western Cape, as long as the applicant ensures the preservation of the wooden panels during the refurbishment process, to prevent any damage to heritage fabric. Paarl 300 supports
Heritage statement and recommendations: The report notes the house has architectural and aesthetic value. And its key features listed are: the Cape Revival Style, projecting gabled bays and a central double storey porch, rusticated colonnaded entrance porch, teak fenestration, upper porch enclosure and small paned casement windows. It is noted as being highly representative of the later development of the local Arts & Crafts architectural movement. the following Materials and elements are listed to be retained as significant:
 1. Solid teak internal doors, picture rails, and textured plaster on walls.
 2. Dining Room: Beamed ceiling, teak planked wall cladding, timber floors.
 3. Office: Timber wall panels with strips, built-in bookcases, facebrick fireplace with arch, timber floors.

4. Lounge: Slate and sandstone fireplace with timber mirror/shelf, timber floors, curtain rails.
 5. Stairwell: Timber staircase (treads, risers, balusters, newels), large textured-glass window with cottage panes.
 6. Bedrooms: Light-coloured narrow timber floors (possibly maple).
 7. Bathroom (Ensuite 4): Basin with soap shelf and bath niche.
- HP recommendation: The proposal is endorsed for approval, with the following recommendations: The paving around the porch needs careful design and alignment – including a diagonal/parallel section in front of the steps. The use of varnished timber is important in the architectural expression of Arts and Crafts style buildings. Preferably wall cladding should remain varnished, exposed timber. The Dining room has timber plank cladding, while the lounge and library have plywood panelling, which has been stained dark and blotchy. These could be painted, while the plank panelling could remain varnished. When painting wall panelling, please retain framing elements in varnished exposed timber for definition. These are: half rounds over joint, picture rails, and skirtings. The height issue at the new concrete flat roof and eaves interface needs to be resolved. When tiling a surround as proposed at the Living Room fireplace, the existing dressed stone surround should be retained, and the new/ additional surround work should happen on the face outside of the stonework. Roof finish: It is important to source a tile that will match the existing tiles, both in terms of colour and form/tie-in. If there is a problem achieving this, alternative proposals must be submitted to Drakenstein Heritage and Aesthetics Committee/ HWC for approval.

FURTHER REQUIREMENTS

The Committee resolved to request the following further requirements:

1. Updated plans must be provided which address the recommendations made in the heritage statement.
2. All parties must be invited to the next meeting
3. Applicant must confirm whether there will be loss of any other original timber doors in addition to the single teak door referenced in the report. With particular reference to the two timber interleading doors of the first floor (second storey) enclosed balcony.

XM

13.19 Erf 43373, 129 4th Avenue, Rondebosch, S34-Additions & Alterations

Case No: HWC25062306XM0701

Ms Xola Mlwandle introduced the item.

DISCUSSION

- Additional information was received on the 8th of September 2025.
- The application is for additions and alterations for new veranda, laundry staircase, office and conversion of domestic quarters to 2nd dwelling.
- Work has not started,
- Ungraded- city graded NCW and support the application,
- Outside HPO.
- Recommend Approval ASD

COMMENT

As per the Provincial Gazette 8982 regarding exempting properties from complying with Section 34(1) and (2), the application is exempt from the need to obtain a permit in terms of Section 34 of the NHRA.

XM

13.20 Erf 46727, 16 Debaren Close, Tokai, S34-Additions & Alterations
Case No: HWC25072502XM0728

Ms Xola Mlwandle introduced the item.

OUTSTANDING INFORMATION

POA, title deed required, and company resolution is required.

XM

13.21 Erf 50459, 15 Malcolm Road, Rondebosch, S34-Minor Works
Case No: HWC25070405XM0708

Ms Xola Mlwandle introduced the item.

CASE SUMMARY

- The outstanding information was received on the 3 September 2025.
- The proposal is for additions and alterations for a new garage, en-suite and roof over entrance to be added (visible on street elevation) existing vibracrete boundary wall to be replaced with palisade fencing existing garage converted to kitchen outbuilding converted to braai patio, internal wall changes and upgrade of bathrooms, pool replaced with smaller pool.
- Work has not started
- Not Graded
- Outside HPO
- CoCT supports
- The GLCA and The Rondebosch Community Improvement District has no objection to the work. Recommend: approval

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

13.22 Erf 592, 5 Protea Road, Heather Park, George, S34-Total Demolition
Case No: HWC2508050XM0808

Ms Xola Mlwandle introduced the item.

DISCUSSION

- Outstanding information received on 09 September 2025.
- The application is for the total demolition of the existing property for a new development of this property which has been endorsed for submission in the recent pre-submission presentation to the Land Use.
- Work has not started.
- George municipality did not provide comment within 30 days.
- George Heritage Trust and Simon van der Stel have no objection to the application.

DECISION

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

XM

13.23 Erf 815, 2 Holmfirth Road, Sea Point, S34-Minor Works

Case No: HWC25080513XM0806

Ms Xola Mlwandle introduced the item.

DISCUSSION

- Outstanding information received on the 10th of September 2025
- The proposal is to replace all the windows not included in the previous approval case no. (HWC24031802CSI0514) as annotated on the plan which is what should have originally applied for.
- The windows are rotten and causing severe mould in the units.
- Graded IIIC
- Inside HPO

DECISION

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

XM

13.24 Erf 96831-RE, 87 Palmyra Road, Newlands, S34-Additions & Alterations

Case No: HWC25082904EJV0904

Emily Jane Vowles introduced the item.

DISCUSSION

- Outstanding Information received on 17 September 2025
- Graded IIIC
- Inside HPO
- Work has started
- The proposal is to regularise two additional bathrooms and a roof replacement with new roofline over more than half of the structure and for proposed internal alterations and a loft addition within the new roof.
- CoCT support but had they been approached prior to construction they would have recommended a more sensitive roof design; GLCA did not respond in 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.

EJV

13.25 Erf 14026, 89 Mountain Road, Woodstock, S34-Additions & Alteration

Case No: HWC25040706SB0507

Ms Stephanie Barnardt-Delport introduced the item.

DISCUSSION

- Proposal: extension of the double garage into residential component, additional pool.
- Additional information received: 25 June, 15 August and 17 September 2025.
- Work start: According to the application form - no
- Grade: 3C
- HPO: inside
- Comments: WAAB support, WRA support, CoCT support (email)
- HO: support

DECISION

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

SB

13.26 Farm 1730, 1647, 1685, Boschendal, Pniel Main Road, Groot Drakenstein Stellenbosch, S27-tree treatment & removal Case No: HWC25060605SB0818

Ms Stephanie Barnardt-Delport introduced the item.

DISCUSSION

- An Arborist report was requested, however the applicant indicated that current proposal is not for tree removal they will be retreating the tree as noted in the emails, once treated and inspection of the tree has taken place (the treatment and inspection of the tree is not a trigger or is it) however is a tree is identified as needing urgent removal - the tree to be mapped and documents. once confirmed.
- Committee noted concern regarding the serious risk posed by beetle infection.
- The committee emphasized the need for clarity on which trees are proposed for removal (including exact location on the werf, number of trees, and indication on a plan), and whether a tree risk assessment by an arborist has been undertaken. It was further noted that an arborist's findings and recommendations are essential to guide the way forward. The committee was not in support of a blanket felling permit without clear identification of trees to be felled and consideration of the impact on the well-treed property and recommended that a landscape plan indicating removals in relation to the broader landscape, as well as any proposed replanting is required.

FURTHER REQUIREMENTS:

The Committee resolved to request the following further requirements:

1. A tree risk assessment and arborist report must be compiled by a suitably qualified professional to assess the condition of the trees on site.
2. Subject to the outcome of the investigations, mapping and spatialisation of the affected trees requiring removal and any landscape mitigation thereof must be submitted to HWC.
3. Heritage consultant team for Boschendal must provide a way forward for the rehabilitation and removal of trees.

SB

14. NEW MATTERS

14.1 Erf 1164, 14 Heemraad Street, Swellendam, S34-Additions & Alterations Case No: HWC25090811CH0908

Ms Chane Herman introduced the item.

DISCUSSION

- Not graded inside the Historic Core of Swellendam.
- Proposal for new timber sash windows on either side of the front door, alterations to the internal layout of the structure, repairs and/or replacement of wooden flooring and ceiling and like-for-like replacement of the roof sheeting. Existing trellis to be removed on front stoep to enhance the building's interface with the street.
- Work has not started.
- Swellendam Municipality supports.

- Swellendam Heritage Association supports.

DECISION

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

CH

14.2 Erf 1187, 373 Main Road, Lemoenkloof, Paarl, S34-Minor Works Case No: HWC25082806CH0908

Ms Chane Herman introduced the item.

Clive Theunissen was present and took part in the discussion.

DISCUSSION

- Graded IIIB inside the SCPAOZ of Paarl.
- Proposal is for internal alterations and to replace the previously approved shade awnings with a carport. The proposed work will not be visible from the street.
- Work has not started.
- Previous permit was issued on 19 September 2022 for minor changes to the internal layout (22052001CH0831E).
- DHF supports.
- Paarl300 Foundation supports.

DECISION

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

CH

14.3 Erf 12952-RE, 113 Main Road, Paarl, S27-Deviation Case No: HWC25090306CH0908

Ms Chane Herman introduced the item.

Clive Theunissen was present and took part in the discussion.

DISCUSSION

- Graded PHS inside SCPAOZ of Paarl.
- Application is for deviations to the previous approved plans. The previous application was to extend the existing building envelope at the rear, installing a historically sensitive wrought iron palisade fence for security purposes, and undertaking minor refurbishments to the interior was issued (HWC25032004CSI0401). This application was approved at HOMs on 9 June 2025.
- The following changes are proposed to the ground and basement floor:
- Ground storey:
 - Installation of an internal glass certain panel to the main building.
 - Concrete floor with Klompie finish and built in bench at the new outdoor entertainment area.
 - Changes to existing chimney to accommodate the canopy roof.
 - Merging the filing room and server room to create the PA office and reception area. The former filing room floor will be replaced with concrete floor.
 - Remove the shopfront of the previous enclosed corridor (outdoor entertainment area) The corridor section will be an undercover walkway with a new glass sliding door.
- Modify the structure wall at the new CEO office to accommodate gutters, ring beams and sliding screens.

- Adjust the concrete ledged at the ground floor.
- New metal roofs to the additions at the rear.
- Basement floor:
 - New planter walls.
 - New 110mm & 230mm structural brick wall cladding walls.
- New steel roof canopy along the eastern boundary for undercover staff parking.
- The deviations to the previous approval include the following:
 - Limiting internal modifications to the original heritage building to a minimum
 - No expansion of the existing boardroom
 - Services (kitchen and staff toilets) will not be relocated.
 - Replacement of concrete roofs with mono pitch metal roofs
 - Exclusion of ring beams at ground floor level.
 - No excavation in the basement for covered parking
 - Minimisation of concrete roof beams.
- Work applied for has not started
- Case officer recommends approval as the deviations are substantially in accordance with the previous approval dated 10 June 2025. A close out report is to be submitted to HWC within 30 days of practical completion (the same condition as per the previous permit).

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.

CH

14.4 Erven 1613 and 1352 14 & 16 Baxter Avenue, Durbanville, S34-Total Demolition Case No: HWC25081208CH0909

OUTSTANDING INFORMATION:

Streetscape photographs, demolition plan, applicant to respond in writing to the objections and clarity on ownership required.

CH

14.5 Erf 21857, 193 Main Road, Zomerlust Boutique Hotel,Paarl, S34-Minor Works Case No: HWC25091201CH0912

Ms Chane Herman introduced the item.

Clive Theunissen was present and took part in the discussion.

DISCUSSION

- Not graded inside the SCPAOZ of Paarl.
- The grading was queried with SAHRA in April because it was unclear whether or not the structure is a PHS. The following response was received: There is no Gazette Notice for 193 Main Road. The site was nominated for declaration in October 1996 however the council resolution referred it back to the regional committee for further consideration however that process was never concluded.
- Proposal is for maintenance and repairs to the exterior of the building (painting and repairs to plaster cracks), repainting the interior, internal alterations, like-for-like repairs to fenestration, repairing and reinstating rainwater good, waterproofing, sound-proofing and the installation of two wooden decks in the courtyards.
- Work has not started.

- Previous application was tabled at HOMs on 30 April 2025 to regularize the pizza gazebo constructed in 1997. HOMs issued a no trigger letter (HWC24072305CH0210).

DECISION

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

CH

14.6 Erf 87011-RE, Casa Labia, 192 Main Road, Muizenberg, S27-Minor Works **Case No: HWC25090909CH0912**

Ms Chane Herman introduced the item.

DISCUSSION

- Graded PHS inside HPO
- Proposal is to undertake a fabric analysis to determine the structural make up of the floor. The analysis will be done by fire and structural engineers to determine the condition between the decorative ceilings on the ground floor and the suspended timber floors above. Two or three areas will be opened up on the first floor and openings will not be larger than 2sqm each.
- Work has not started.
- Previous permit was issued on 30 July 2021 for A&A (21042303XM0603E)
- Recommendation is for approval on condition that the work be monitored by Ms. Claire Abrahams and that a close out report be submitted to HWC within 30 days of practical completion.

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 applicant must appoint a suitably qualified consultant with the appropriate heritage experience to oversee the proposed work.
2. A close-out report, compiled by a suitably qualified heritage consultant, must be submitted to HWC within 30 days of practical completion.

CH

14.7 Erf 206, 19 Longmarket Street, Stanford, S31-Additions & Alterations **Case No: HWC25090818CH0909**

Ms Chane Herman introduced the item.

DISCUSSION

- Not graded inside the declared Stanford Heritage Area.
- Proposal is for internal alterations and the addition of a pergola and swimming pool
- Work has not started.
- OHAC supports.
- SHC supports and noted that the elevations are not correctly labelled.

DECISION

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

CH

14.8 Erf 1056-RE, 1 Bay Road, Green Point, S34-Deviation
Case No: HWC25081914CSI0909

OUTSTANDING INFORMATION:

PoP, title deed, PoA, streetscapes, GPRRA comment is required.

CSI

14.9 Erf 1286, 6 Ocean View Drive, Green Point, S34-Minor Works
Case No: HWC25090905CSI0912

OUTSTANDING INFORMATION:

GPRRA comment is required.

CSI

14.10 Erf 16213, 70 Main Street, Wellington, S34-Additions & Alterations
Case No: HWC25091014CSI0912

OUTSTANDING INFORMATION:

Annotated plans indicating all work completed, DHAC comment is required.

CSI

14.11 Erf 29320-RE, 17 Clifton Road, Mowbray, S34-Minor Works
Case No: HWC25090910CSI0912

Ms Chiara Singh introduced the item.

CASE SUMMARY

- Work applied for has not started
- Graded IIIC/4
- Outside HPO
- Proposed work is for the replacement of the corrugated roof sheeting with Victorian profile roof sheeting in heritage red.

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

14.12 Erf 51293, 61 Ranelagh Road Claremont, S34-Additions & Alterations
Case No: HWC25090401CSI0909

OUTSTANDING INFORMATION

PoP, both owners to sign the application form, annotated plans indicated all work that has been completed, CoCT comment is required.

CSI

14.13 Erf 89, ST794-18 and ST794-12, De Beers Avenue, Spyker Street, and Oak Street Somerset West, S38(4)-NID

Case No: HWC25082105CSI0911/ 26100CSI0911

OUTSTANDING INFORMATION

Contextual photographs are required.

CSI

14.14 Portion 106 of Farm 15, Oude Bakoven, Napier, S34-Total Demolition

Case No: HWC25090803CSI0909

Ms Chiara Singh introduced the item.

CASE SUMMARY

- Previous application: HWC25032502CN0417 - The proposal does not trigger the NHRA. A letter of no trigger to be issued. A Section 34 application must be submitted for the proposed demolition of the bridge.
- Work applied for has not started
- Not Graded
- Outside HPO
- Proposed work is for the demolition of the causeway
- Whale Coast Conservation provided comment and support the application.
- NHCb did not provide comment within 30 days
- Cape Agulhas Municipality did not provide 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 total demolition as there is insufficient heritage significance to warrant retention.

CSI

14.15 Erf 23, 168 Upper Buitenkant Street, Gardens, S34-Minor Works

Case No: HWC25090801EJV0910

Emily Jane Vowles introduced the item.

CASE SUMMARY

- Graded IIIC
- Inside Proposed HPO
- Work has not started
- The proposal is for internal alterations, replacement of aluminium windows with timber sashes, new skylights, and making good of the gate and pedestrian gate
- CoCT support but note that internal fabric has not been assessed; CIBRA were not consulted as this can be considered minor works

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

14.16 Erf 42559, 110 Retief Street, Paarl, S38(8) - NID
Case No: HWC25091209EJV0915 / 26117EJV0914

Emily Jane Vowles introduced the item.

Mr. Theunissen was present and took part in the discussion.

DISCUSSION

- Ungraded
- Outside HPO
- Work has not started
- Triggers s38(1)(c)(i); (d); and NEMA.
- The proposal entails the rezoning of the site from agriculture to residential use and the subsequent development of a residential precinct consisting of 144 2-storey apartments distributed across ten buildings, 291 parking bays, an office, refuse area, pool area and clubhouse. The site is vacant, apart from a temporary construction site camp on the southeastern corner, and is disturbed land historically used for viticulture. It falls within the urban edge and is bordered by residential neighbourhood to the south and west, and agricultural land to the north and east, therefore sitting within a long-established agricultural belt transitioning to suburbia along Retief Street. The site is 3km away from the Dal Josafat cultural landscape and PHSs on 388 and 390 Main Road in Paarl, and is buffered by the existing urban & suburban landscape as well as the R45 Main Road. St Pieter's Roche (Proposed PHS) on Erf 8709-RE north west of the site and outside of the development area is a fine example of High Victorian architecture with classical principle of location, planting, layout, form, and decoration evident in the order, hierarchy, symmetry, and axuality of the settlement; however, it is adequately buffered by the existing residential developments to the east. The SAHIRS Palaeo-Map indicates moderate sensitivity; however, the CFP should be effective in mitigating any impact.
- 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 and Accidental Finds Procedures to be included in the EMPr and Environmental Authorisation.

EJV

14.17 Erf 54616, Arderne Gardens, 224 Main Road, Claremont, S27-Minor Works
Case No: HWC25082102EJV0909

Emily Jane Vowles introduced the item.

Paul Baker and Elize Mendelsohn were present and took part in the discussion.

DISCUSSION

- Graded II
- Outside HPO
- Work has not started
- Previous application HWC24111925SJ1119 for a new entrance arch with signage on Main Road, construction of two circular Camphor decks and upgrades to the existing watercourse for the overflow from the spring pond was approved by HOMs in December 2024. This application flagged that the SG Diagram reflects that ownership passed to the City and no title deed is on record for the property
- As per the conditional assessment, scope of work, and specifications and methodologies document provided, the proposal is for maintenance to the toilet chalet inclusive of painting,

rewiring, repair to timberwork, chasing of pipework, new tiling, new sanware, a new ceiling, and signage; reinforcement of the bridge and stairway; repair of boundary walls, fences, gates, and pathways; and refurbishment of benches

- CoCT support

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.

EJV

14.18 Erf 98651, 133 Milner Road, Rondebosch, S34-Additions & Alterations Case No: HWC25090201EJV0915

OUTSTANDING INFORMATION:

Streetscape photographs is required

EJV

14.19 Erven 46115-RE; 46116, 6 and 10 Glen Darrach Road, Rondebosch, S38(4) - NID Case No: 26092EJV0910

Emily Jane Vowles introduced the item.

Cindy Postlethwayt was present and took part in the discussion

DISCUSSION

- Erf 46115-RE is graded NCW while Consolata House on Erf 46116 is graded IIIC with the remainder of the site graded NCW
- Inside the HPO
- Work has not started
- Triggers s38(1)(c)(i).
- The proposal is to consolidate, redevelop and refurbish the site for student accommodation. Erf 46115-RE contains dilapidated tennis courts while Erf 46116 contains structures older than 60 years described on the City Map Viewers as "Mid 20th century residential densification. Good architectural example of typology. High contextual significance, Associated mature tree plantings typical of the area". The structure known as Consolata House on this erf will be retained, but the second dwelling on the property is to be demolished to make way for the construction of a study centre. The SAHRIS Palaeo-Map indicates low and moderate sensitivity.
- Consultant recommends an HIA with Architectural Analysis and Townscape Assessment

DECISION

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. Architectural Analysis

EJV

14.20 Various erven, Housed at UCT and Iziko Museums: Kleinmond, Riversdale, Byneskranskop, S36-Dating
Case No: HWC25082818SB0903

OUTSTANDING INFORMATION

Detailed motivation and methodology that includes the amount that required to be destroyed for the dating, photographs of the sample (these will be kept confidential given the nature of the application), approval from UCT and Iziko. Thorough 60-day consultation is required, public notice must be in simple language.

SB

14.21 Erf 1496, Off Lynx Avenue, Vermont, Hermanus, S38(1)-NID
Case No: 26079SB0909

OUTSTANDING INFORMATION:

Company resolution and POA is required.

SB

14.22 Erf 334, 17 Avrede Street, Malmesbury, TBC
Case No: HWC25090320SB0912

OUTSTANDING INFORMATION:

Application form, plan, all photographs, motivation, comments (depending on the application) is required.

SB

14.23 Erf 3641, Sarel Cillier Street, Strand S34-Additions & Alterations
Case No: SB0912

OUTSTANDING INFORMATION:

Municipality comment, Helderberg Renaissance Foundation comment (louis@slta.co.za), SG Diagram is required.

SB

14.24 Erf 766, Off Monterey Drive, Constantia, S38(1)-NID
Case No: 26124SB0915

Ms Stephanie Barnardt-Delport introduced the item.

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

DISCUSSION

- Proposed: subdivision of the subject site. The proposed subdivision will result in two portions, Portion 1 measuring 3984m² containing the existing dwelling and Portion 2, vacant land measuring 4133m².
- Trigger: S38(1)(i) – larger than 5000m², site to be subdivided - 8115.7m²
- Other: none
- Grade: not graded
- HPO: outside
- Heritage resource:
- Archaeology: The historical imagery shows that the site has been rural and used for farming, unlikely to impact archaeological resources.

- Built: The current structure on site is not older than 60 years and has no general protection.
- Palaeontological: insignificant according to SAHRIS palaeo map.
- Visual/Cultural: There is a change to the character as site may become denser, and according to the CoCT viewer, the site is not within any cultural landscape. There is a possibility of visual impact.
- Opposite graded 3B and PHS
- Consultant recommendations: NFS
- The committee could not establish a trigger in terms of section 38 of the NHRA.

COMMENT

The proposal does not trigger the NHRA. A letter of no trigger to be issued.

SB

14.25 Erven 1336, 8396, 24255, 24256, 1353, Off Van Riebeeck Road, Kulis River, S38(1)-NID Case No: 26078SB0909

Ms Stephanie Barnardt-Delport introduced the item.

DISCUSSION

- Proposed: The proposal entails the subdivision and rezoning of portions of Erven 8396 and 1336 in Kulis River to General Industry 1, their consolidation with Erven 24255, 24256, and 1353 into a single property, the removal of restrictive title deed conditions, the registration of a municipal services servitude, and a Consent Use application to permit office development.
- Trigger: S38(1)(i) – larger than 5000m², (ii) site to be subdivided – over 10000m²
- Other: none
- Grade: not graded
- HPO: outside
- Heritage resource:
- Archaeology: The site is heavily built up and disturbed, unlikely to impact archaeological resources. The cemetery adjacent to the site (graded 3A) will not be impacted.
- Built: The current structure on site is not graded.
- Palaeontological: low according to SAHRIS palaeo map.
- Visual/Cultural: Site is outside HPO, there is no scenic route and given the surrounding, largely industrial, unlikely to have a visual impact.
- Consultant recommendations: NFS
- Given the close proximity to the cemetery, heritage officer recommends that HWC Accidental finds protocol be implemented.

DECISION

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

SB

14.26 Farm Hoogekraal 238/169 and 170, CNR of N2 and Morrison Road, George, S38(8)-NID Case No: 26123SB0915

Ms Stephanie Barnardt-Delport introduced the item.

DISCUSSION

- Proposed: The proposal includes the development of a ±13,150m² service station complex on Hoogekraal 238/169 comprising a fuel station, convenience store, restaurants, offices, storage, parking, and ancillary infrastructure, and a ±11,800m² tourism facility on Hoogekraal 238/170

featuring a netted animal enclosure, recreational activities (zipline, mini train), food court, shops, outdoor leisure areas, parking, and supporting services.

- Trigger: S38(1)(i) – larger than 5000m², (ii) site to be rezoned – over 10000m²
- Other: NEMA
- Grade: not graded
- HPO: outside
- Heritage resource:
- Archaeology: The site is heavily disturbed during the development of N2 and Morrison Road, unlikely to impact archaeological resources. Although, there may be isolated stone tools on site in disturbed context. There is possibility of burial which also note in the BID document.
- Built: The proposed development would not directly impact on buildings of cultural significance, located within the proximity of the study area.
- Palaeontological: insignificant according to SAHRIS palaeo map.
- Visual/Cultural: Site is outside HPO, The N2 is scenic route and given the site is setback (on the off ramp), railway and modified historical farmstead, unlikely to have a visual impact.
- Consultant recommendations: broader Hoogekraal area reflects a rich cultural landscape and nearby archaeological significance, the specific study area has been heavily transformed by agriculture and the N2, contains no heritage structures or burial grounds, and is of low archaeological potential; therefore, the proposed development is unlikely to impact heritage resources and no further heritage studies are required.
- Recommendations: NFS
- The committee recommended no further studies with HWC accidental finds protocol to be incorporated into the EMPr and Environmental Authorisation.

DECISION

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

SB

14.27 Remainder Erf 1, Off Church Street, Hawston, S38(8)-NID Case No: 26082SB0915

Ms Stephanie Barnardt-Delport introduced the item.

DISCUSSION

- Proposed: Expansion of the existing Hawston Wastewater Treatment Works (WWTW), Remainder Erf 1, Hawston, Overstrand Municipality.
- Triggers: 38(1)(a)(c)(i) & 38(8) – development exceeds 5,000m² and involves infrastructure expansion.
- Other: NEMA
- Background: Upgrade to increase WWTW capacity by 2.5MI/day in Phase 1 with future provision for another 2.5MI/day. Infrastructure includes new pump station, inlet works, biological reactor, settling tank, RAS pump station, chlorine channel, dewatering building, roads, walkways, and services.
- Grade: No graded heritage resources on site.
- HPO: Outside.
- Heritage Resource:
- Built: No heritage structures within the development footprint.
- Landscape: Lies outside Hawston town, within an already transformed area; limited cultural landscape sensitivity.
- Archaeology: Area has broader regional significance (shell middens and ESA/MSA scatters), but site itself previously disturbed; low archaeological potential.

- Palaeontological: According to SAHRIS palaeo map - low sensitivity (Quaternary Sands).
- Graves: Known cemeteries exist in Hawston, but none within development footprint. Chance finds protocol applies.
- Anticipated Impact: Low – unlikely to affect significant heritage resources. No further heritage studies recommended.
- The committee recommended no further studies with HWC accidental finds protocol and HWV chance finds to be incorporated into the EMPr and Environmental Authorisation.

FINAL COMMENT

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

SB

14.28 Erf 25583, 9 Arnold Street, Observatory, S34-Additions & Alterations

Case No: HWC25082101SVB0908

Ms Sofia Briel introduced the item.

DISCUSSION

- The property is graded IIIC and within the Upper Observatory HPOZ.
- Work has not started.
- The proposal is to for extensive alterations to the existing first storey of the building, as well as the addition of a second storey. These alterations and additions are to be carried out in conjunction with the alterations and additions to the neighbouring property Erf 25584-RE, which has been submitted under a separate application (item 14.29).
- CoCT support the proposal.
- SRHS support the proposal.
- OCA did not respond.

DECISION

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

SVB

14.29 Erf 25584-RE, 7 Arnold Street, Observatory, S34-Additions & Alterations

Case No: HWC25081912SVB0908

Ms Sofia Briel introduced the item.

DISCUSSION

- The property is graded IIIC and within the Upper Observatory HPOZ.
- Work has not started.
- The proposal is to for extensive alterations to the existing first storey of the building, as well as the addition of a second storey. These alterations and additions are to be carried out in conjunction with the alterations and additions to the neighbouring property Erf 25583, which has been submitted under a separate application (item 14.28).
- CoCT support the proposal.
- SRHS support the proposal.
- OCA did not respond.

DECISION

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

SVB

14.30 Erf 28857, 22 Dixton Road, Mowbray, S34-Additions & Alterations

Case No: HWC25090106SVB0909

OUTSTANDING INFORMATION:

Streetscapes / contextual images and conservation body comment is required.

SVB

14.31 Erf 889, 54 Kloofnek Road, Tamboerskloof, S34-Additions & Alterations

Case No: HWC25090804SVB0909

OUTSTANDING INFORMATION:

Local authority comment is required.

SVB

14.32 Erf 97983, 8 Kings Street, Newlands, S34-Total Demolition

Case No: HWC25090328SVB0908

OUTSTANDING INFORMATION:

Registered conservation body comment is required.

SVB

14.33 Erf 1376, 31 Jan Smuts Drive, Simon's Town, S34-Additions & Alterations

Case No: HWC25071110XM0909

Ms Xola Mlwandle introduced the item.

DISCUSSION

- NCW- EXEMPTION LETTER TO BE ISSUED

COMMENT

As per the Provincial Gazette 8982 regarding exempting properties from complying with Section 34(1) and (2), the application is exempt from the need to obtain a permit in terms of Section 34 of the NHRA.

XM

14.34 Erf 2535, 97 Loop Street, Cape Town, S34-Minor Works

Case No: HWC25082823XM0909

Ms Xola Mlwandle introduced the item.

DISCUSSION

- The proposal is for a minor amendment following previous plan approval (case no. HWC24112801XM0204) for the conversion of office space into a boarding house. The health department at council requested a refuse room. Therefore replaced the security room with a refuse room. The window facing the street needs to be replaced with a refuse door. The current plan includes a refuse room and entrance on the street-facing elevation at ground level. Work has not started.

- Graded IIIB
- Outside HPOZ
- The proposal is supported by CoCT

DECISION

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

XM

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

Case No: HWC25081407XM0908

OUTSTANDING INFORMATION:

SG Diagram, Locality Map, coloured-up plan, annotated Internal, external & streetscape photographs is required.

XM

14.36 Erf 674, Cnr Denneh of Sipres Road, Thornton, S34-Minor Works

Case No: HWC25091012XM0912

Ms Xola Mlwandle introduced the item.

CASE SUMMARY

- The application is for regularization of As-Built plans for work carried out by previous owner, current owner has not made changes to the property.
- Not graded- graded NCW by CoCT and outside HPOZ
- 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 issue a S51 letter as the proposed work did not negatively impact the heritage resource.

XM

14.37 Erf 67983, Unit 4, Section 26, Stow-on-the-Wold, The Cotswolds, Indian Road, Kenilworth S34-Additions & Alterations

Case No: HWC25090817XM0908

Ms Xola Mlwandle introduced the item.

DISCUSSION

- The proposal is for minor internal alterations to the apartment block to revamp the apartment spaces. There are no proposed alterations to the building's existing façade.
- Work has not started
- Graded IIIB
- Outside HPO
- Recommend approval, work relatively minor with no negative impact

DECISION

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

XM

14.38 Erf 96170, 14 Wandel Street, Gardens, S34-Additions & Alterations
Case No: HWC25090302XM0908

OUTSTANDING INFORMATION:

Work completed- plan indicating work completed, Streetscape photographs, Consultation comments: Local municipality and Conservation body is required

XM

15. Other Matters

15.1 None

16. Adoption of Resolutions and Decisions:

EJV moves to adopt and SVB seconds the adoption of resolutions and decisions of the meeting of 22 September 2025.

17. Closure: The chairperson, Ms Stephanie Barnardt-Delport, officially closed the meeting at 11H55

18. Date of next meeting: Monday, 29 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

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

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 Worthly
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

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