

APPROVED MINUTES OF THE MEETING OF HERITAGE WESTERN CAPE, HERITAGE OFFICERS' MEETING

Held on Monday, 31 March 2025 at 08:30 via MS Teams



1. Opening and Welcome

The Chairperson, Ms. Sneha Jhupsee, officially opened the meeting at 08:33 and welcomed everyone present.

2. Attendance

Members

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

Staff

Ms. Nosiphiwo Tafeni	Secretariat	NT
Mr. Austine Vhukeya	Intern for I&APs	AV

Legal Advisor

Ms. Penelope Meyer	Deputy Director: Legal Services	PM
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Observers

None

Visitors

Clive Theunissen	Drakenstein Municipality	Drakenstein Items
Dominic Parkin		Item 14.40
Timo Smit	Applicant	Items 13.32 – 13.22
Marise Grobler	Architect	Items 14.14 – 14.16
Vicko Venter	Architect	Items 14.14 – 14.16
Claire Abrahamse	Heritage Consultant	Item 14.2
Shane Stewart		Item 14.26
Chris Snelling	Heritage Consultant	Item 14.18
Ursula Rigby	Heritage Consultant	Item 14.7 & 14.35
Liana Jansen	Applicant	Item 14.31
John Biernacki	Applicant	Item 14.37
Ashley Lillie	Applicant	Item 14.46

3. Apologies

Ms. Corne Nortje	Heritage Officer	CN
Ms. Waseefa Dhansay	Assistant Director	WD

Absent

None

4. Acceptance of the Code of Conduct

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

5. **Approval of Agenda**

The Committee resolved to approve the agenda of 31 March 2025, with minor additions and edits. CSI moved to adopt the agenda and EJV seconded.

6. **Approval of Minutes of the Previous Meeting**

6.1. The Committee resolved to approve the minutes of 24 March 2025. EJV moved to approve the minutes and SVB seconded.

7. **Disclosure of conflict of interest**

None.

8. **Confidential matters**

None.

9. **Standing Items**

9.1. **Site inspections undertaken**

9.1.1. Erf 11827, Afrikaanse Taal Monument (Mountain Commonage), Gabbema Doordrif Street, Paarl (CH) on 24 March 2025.

- See item 9.3.1.

9.1.2. Erf 775-RE, 469 Main Road, Paarl (CN) on 24 March 2025.

- See item 9.3.3.

9.1.3. Erf 87114-RE, 181 Main Road, Muizenberg Train Station, Muizenberg (CN) on 25 March 2025.

- See item 9.3.4.

9.2. **Proposed Site Inspections**

None.

9.3. **Site Inspection Reports**

9.3.1. Erf 11827, Afrikaanse Taal Monument (Mountain Commonage), Gabbema Doordrif Street, Paarl (CH)

- The Committee noted the site inspection undertaken on 24 March 2025.
- The site is a PHS (the monument and land around it) and outside any HPOZ.
- The site inspection was conducted due to complaints from I&APs regarding the removal of historic pine trees on the site. Concerns were raised about deforestation activities potentially impacting the cultural and landscape significance of the area, as well as a lack of community engagement.
- The Afrikaanse Taal Monument management clarified that tree removal was undertaken to establish firebreaks in line with statutory obligations under the National Veld and Forest Fire Act (Act 101 of 1998). All work ceased on 13 February 2025, with current activities limited to clearing biomass and erosion control.
- During the inspection, HWC officials observed cleared areas along the boundary lines but found no ongoing work, thus no stop works order was issued.
- As the site is a declared PHS, any future vegetation clearance requires compliance with heritage legislation. Two pieces of legislation are applicable here. A management plan may be appropriate, but this would need to be discussed.
- Notwithstanding the previous point, the Committee noted the following in the Gazette Notice: *"no major schemes of afforestation or the removal of trees, shrubs or other vegetation and no construction of buildings, roads or paths on the Paarl Mountain shall be undertaken without the written consent from the Commission: provided that this prohibition shall not apply to (point number 2) the routine planting, thinning or felling of trees and the clearance of dead or noxious trees, shrubs, weeds and other vegetation and the undertaking of minor improvements by the Town Council of Paarl"*.
- Considering the exemption in the Gazette Notice, no application would be necessary.
- A meeting is to be held with the stakeholders to define what the limitations of a 'fire-

break' would be.

- A letter may be issued to the IAPs to state that the Gazette Notice includes exemptions.
- The committee is of the opinion that the site may have National significance and this to be discussed with SAHRA.

9.3.2. Erf 4536 and 4537, Beach Boulevard, Blouberg (SB)

- The Committee noted the site inspection undertaken on 13 March 2025.
- The site is graded NCW and outside HPOZ.
- The site inspection was conducted due to a query regarding the potential archaeological sensitivity on Erf 4536 and Erf 4537, Blouberg.
- A desktop study confirmed an NCW grading with the rear of the property never been developed, however, the area is broadly archaeologically sensitive.
- Site access was restricted, but a visual assessment of the rear portion indicated no visible archaeological features. The area consists of reworked beach sands with low surface archaeological potential. However, due to the site's location and the nature of deep excavation required for development, there remains a possibility of uncovering buried heritage resources, including human remains.
- Precautionary monitoring during excavation is recommended to mitigate potential heritage impacts.
- The following recommendations were made on site: Archaeological Monitoring and the Chance Finds and Accidental Finds Protocol. The contractor must ensure proper communication with current tenants to facilitate site access for further heritage assessments if required.

9.3.3. Erf 775-RE, 469 Main Road, Paarl (CN)

- The Committee noted the site inspection undertaken on 24 March 2025.
- The site is a PHS and inside the Special Character Overlay Zone of Paarl.
- The site inspection was conducted following a report of unauthorised construction activity linked to a deviation application (HWC25020518CN0212) for the site. The original application (HWC24011803CN0125) was approved on 3 July 2024 (permit dated 16 July 2014)
- It was confirmed that work had commenced on site without approval, including additions to the main building and outbuildings, in violation of Section 27 of the National Heritage Resources Act (NHRA).
- A stop works order was issued but disregarded by the owner's representative, who behaved aggressively towards HWC officials and instructed that work continue on site.
- The inspection revealed that both previously approved and unauthorised works were underway, with two outbuildings partially constructed without the necessary permits. This is the second recorded instance of non-compliance by the property owner. Due to safety concerns and obstruction by the owner's representative, a full inspection could not be completed. The property forms part of a significant heritage precinct in Paarl, recognised for its nineteenth-century architectural character.
- The site inspection and site inspection report are to be referred to BELCom on 16 April 2025.
- BELCom site inspection will be undertaken on 01 April 2025.

9.3.4. Erf 87114-RE, 181 Main Road, Muizenberg Train Station, Muizenberg (CN)

- PM provided feedback on the site inspection undertaken on 25 March 2025.
- The site is a PHS and inside the HPOZ.
- The site inspection was conducted following an engagement with PRASA regarding maintenance and repair work at the Muizenberg Train Station.
- The station, built in 1912/1913, is a largely intact Edwardian structure and a key heritage landmark on the False Bay coastline, contributing to a significant historic streetscape alongside other early 20th-century civic buildings, which form a cluster of historic

buildings.

- Internal alterations have been made to accommodate a new Portuguese restaurant on the first floor, including repainting, crack repairs, and minor structural changes. While the alterations were not deemed to impact the significance of the Provincial Heritage Site, HWC raised concerns about temporary banners and potential permanent signage affecting the building's heritage character.
- No stop works order was issued, and work was allowed to proceed in the spirit of cooperation.
- HWC advised PRASA to ensure future signage proposals are sensitive and appropriately permitted.
- First, a compulsory repair order is to be issued for the maintenance and repairs that needs to be undertaken (painting, fixing, etc).
- PRASA is to appoint a suitably qualified heritage practitioner to undertake a Conservation Management Plan (CMP) for the PHS and the surrounding ancillary buildings of the train station properties.
- Previous permits are to be confirmed.
- The item is placed on hold for the case officer (CN) and ASD to return from annual leave.

9.4. Preparation for Upcoming Committee Meetings

9.4.1. Appeals: 02 April 2025 3 items (PM/NT).

9.4.2. HOMs: 07 April 2025 Cases have been allocated (WD).

9.4.3. IACom: 09 April 2025 Items to be loaded by Tuesday, 1 April 2025 @ 10:00 (OD).

9.5. Tribunal Updates (HWC Legal)

None.

9.6. Interim and Close Out Reports

9.6.1. Close-Out Report: Erf 2378, Geriva Mansions, 27 St James, Vredehoek (HWC23080704SB0815)

- The close-out report was submitted in fulfilment of condition of permit issued 22 August 2023 (HWC23080704SB0815).
- The work was monitored by the body corporate project manager and not by the Architect and the closed-out report, however, the architect has now submitted.
- The committee noted that not all conditions have been met from the previous permit.
- Proposed work included: repairs to the façade walls, waterproofing, repairs to the boundary wall, cracked bricks, window repairs and waterproofing on balconies and concrete spalling on underside. Not all work was carried out due to budget constraints. This included Waterproofing of the garage roof slab, repairs to the cracked bricks and waterproofing of balconies.
- Work was completed in December 2023 but due to miscommunication this didn't happen until March 2024.

9.7. Incomplete Applications

9.7.1. Matters Arising: 13.8; 13.11; 13.14; 13.15; 13.18; 13.28

9.7.2. New Matters: 14.1; 14.4; 14.5; 14.8; 14.9; 14.10; 14.11; 14.12; 14.17; 14.19; 14.20; 14.23; 14.24; 14.27; 14.32; 14.33; 14.34; 14.35; 14.36; 14.38; 14.39; 14.40; 14.41; 14.42; 14.43; 14.44; 14.45; 14.47

9.8. Decisions taken under ASD/HOMs delegation

9.8.1. Matters Arising: 13.4; 13.10; 13.12; 13.13; 13.19; 13.20; 13.22; 13.25; 13.26; 13.30

9.8.2. New Matters: 14.18

9.9. Archaeological Matters

None.

9.10. Illegal Works Database: Stop Works Orders issued

9.10.1. Erf 775-RE, 469 Main Road, Paarl (CN) on 24 March 2025.

- See item 9.3.3.

9.11. Permit Deadline: Tuesday, 01 April 2025 @ 17:00

10. Administrative Matters

10.1. Erf 91062, 29 Durban Road, Wynberg, S27-Additions & Alterations (SVB) (HWC25020419SVB0213)

- Graded II and within the Wynberg Village HPOZ.
- This is an incomplete application for a PHS in Wynberg
- The outstanding information is consultation with I&APs.
- A stop works was issued for unauthorized work on this property on 20th August 2024 (CN), and according to the application there is no ongoing work on site. Part of the application is to rethatch the existing roof, which the owner was about to start doing before the stop works was issued.
- On 24 March the applicant sent an email noting that they are aware that we are waiting on comments from the Wynberg Interest Groups and that they have a few more days to correspond, but would it be at all possible to obtain an emergency permit to rethatch the house before the winter - the roof is leaking and in a very bad state. They are afraid the interior items will damage further should they not rethatch before the rainy season.
- The committee resolved to wait for the I&AP process to conclude and review the current application in its entirety.

10.2. CoCT Query: As-Built Plans (SJ)

- As older properties do not have plans on record at the City, new owners of properties require the latest updated approved plans from the sellers, to ensure that what they are purchasing, is authorised. The City frequently get plans submitted as 'as-built' plans.
- In certain cases, properties trigger the NHRA, thus plans will need to be submitted to HWC. HWC will then have a base set of drawings so any new proposal may be compared to the base set of plans.
- CoCT would like to enquire about HWC's position on as-built plans and if a submission is made, would the submission be treated as "Section 51 endorsed plans". (Elize M.)
- If as-built plans are submitted and do not indicate when and if any alterations were made, HWC cannot determine if the NHRA would be triggered as HWC would not know if alterations were made after the NHRA was promulgated.
- A formal response is to be discussed and drafted with HWC Legal.

11. Monitoring by Practitioner

None.

12. Discussion of the Agenda

13.16 Farm 1029-RE, off the R45, Mariama Mining, Malmesbury, Saldanha Bay, S38(8) – HIA (CSI)

14.7 Erf 3715, St Cyprian's School (Art Block), 4 Gorge Road, Oranjezicht, S38(4) - Final Heritage Report (CH)

14.20 Erf 99, 40 Kortmark Street, Stanford, S31 – Subdivision (EJV)

14.28 Erf 86752, 176 Main Road, Muizenberg, S34 - Minor Work (SB)

14.46 Erf 417, 178 Main Road, Sea Point, S34 - Total Demolition (XM)

MATTERS TO BE DISCUSSED

13 MATTERS ARISING

13.1 Erf 1243, 6 Molteno Street, Gardens, S34-Deviation

Case No: HWC25021703CH0218

Ms. Chane Herman introduced the item.

DISCUSSION

- Outstanding information received on 20 March 2025.
- Graded IIIB
- Inside HPO
- Deviations from previous approved plans dated 4 June 2024 (HWC24040406CH0516).
- Proposal is for the addition of a new braai, internal alterations to bathrooms and to remove the existing external screen wall at the driveway. The proposed garage on Hof Street has been omitted from the scope of work.
- Work has not started.

DECISION

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

CH

13.2 Erf 14226, 78 Roodebloem Road, Woodstock, S34-Additions & Alterations

Case No: HWC25030604CH0307

Ms. Chane Herman introduced the item.

DISCUSSION

- Outstanding information received on 25 March 2025.
- Graded IIIC
- Inside HPO
- Proposal is for internal alterations, the addition of a veranda, extension to the domestic room and to convert the garage into bedrooms.
- Work has not started.
- CoCT supports.
- WAAC does not support the proposal because work commenced without approval. WAAC states that the current plans are not in keeping with a house that would be used as a family residence.
- WRA initially issued a comment of no objection and has since withdrawn it. WRA states that HWC should inspect the property for the following reasons:
 - 1) Incorrect building plans were submitted to the I&APs.
 - 2) Unauthorized work is commencing on site with no heritage or LUMs permit in place.
 - 3) The discrepancies in use of the building - plans indicate the structure being converted from a family home to an Airbnb, however initial plan and motivation letter stated that the changes are required for a family residence.
- Applicants response to I&AP comments:
 - The work that started on site was the replacement of two windows.
 - The site zoning is intangible and has nothing to do with the materiality or aesthetic appeal. Consent use for a guest house is permitted within SR1 zoning and is that is being submitted to the CoCT.
 - Applicant admitted to providing the incorrect building plans however it was resolved, and the revised plans were submitted to I&APs and they were afforded 12 or 13 days to provide comment on it (only one revision was made to the plans).
- All parties were invited to attend HOMs on 31 March 2025. The applicant and WRA tendered their apologies.
- An email was received from WRA on 27 March 2025 stating that HOMs should not decide on the application based on the documents provided. WRA states that the plans have been changed for a third time and they are concerned that the information is misleading. WRA cannot provide comment on the application until it has been established what work has already been done without a permit.
- The Committee noted the minor nature of the unauthorized work i.e., the replacement of two windows. The change in use of the property is not a heritage concern. Although the intended use of the structure has changed, the Committee noted that these changes were made prior to the matter being formally tabled before the HOMs.
- The Committee is of the opinion that the proposed work/remaining work will not negatively impact structures heritage significance or its contribution to the streetscape.

DECISION

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

CH

13.3 Erf 144432, 24 Arnold Street, Observatory, S34-Additions & Alterations

Case No: HWC25020504CH0210

Ms. Chane Herman introduced the item.

DISCUSSION

- Outstanding information received on 24 March 2025.
- Graded IIIC
- Inside HPO.
- Proposal is to replace the street boundary wall and northern common wall, extension of the storeroom and to relocate the water tanks.
- Work has not started.
- CoCT did not comment within 30 days.
- OCA supports.

DECISION

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

CH

13.4 Erf 594, 2 Peddie Road, Milnerton, S34-Additions & Alterations

Case No: HWC250300405CH0305

Ms. Chane Herman introduced the item.

DISCUSSION

- Outstanding information received on 19 March 2025. Graded NCW and outside any HPOZ.
- Previous permit dated 11 July 2019 (19040311WD0702E).
- Application is to regularize the work completed on site. The work included internal changes, additions to the structure and the addition of freestanding structures.
- Graded NCW
- Outside HPO
- CoCT noted that work commenced and did not indicate support or non-support.

DECISION

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

CH

13.5 Erf 2423, 10 Elba Street, Paarl, S34-Additions & Alterations

Case No.: HWC25022605CH0304

Ms. Chane Herman introduced the item.

Mr. Clive Theunissen attended the meeting and took part in the discussion.

DISCUSSION

- Outstanding information received on 10 March and 25 March 2025.
- Not Graded
- Inside the Special Character Protected Area Overlay Zone of Paarl.
- Proposal is for internal alterations, an addition to the garage and the addition of a braai.
- Work has not started.

- Drakenstein Municipality supports on condition that the addition above the garage be set back by 2.5m and that the new roof profile be hipped.
- Paarl300 Foundation supports.
- DHF does not support the new garage addition and alterations. DHF states that the infill facade should be set back 300mm from the dwellings facade and the new roof should be hipped. Applicant states that the existing facade cannot be set back by 300mm.
- Mr. Theunissen stated that the resource may not be graded in a survey. The resource is of a bungalow style. The comment made by the Municipality is more related to the proposed addition's impact on the streetscape.

FURTHER REQUIREMENTS

The loft addition above the garage is to be set back a minimum of 1500mm.

CH

13.6 Erf 72, 4 Forest Drive, Pinelands, S34-Additions & Alterations

Case No.: HWC25022602CH0304

Ms. Chane Herman introduced the item.

DISCUSSION

- Outstanding information received on 25 March and 26 March 2025.
- Graded IIIB
- Inside HPO
- Application is to regularize work completed by previous owner. Work included an addition of an entertainment area and internal alterations.
- CoCT supports.
- PRRA does not support the 0m setback from the side boundary however will support a 1.5m setback.

DECISION

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

CH

13.7 Erf 1325, 6 Bird Street, Stellenbosch, S34-Minor Works

Case No.: HWC25020417CH0304

Ms. Chane Herman introduced the item.

DISCUSSION

- Outstanding information received on 27 March 2025.
- Graded IIIA
- Inside the Historic Core of Stellenbosch.
- Application is to regularize work completed on site. Work included internal fitout (fitting drywalls, patching and painting of internal and external walls, sanding and sealing floors). Externally, the existing awning was replaced, and signage was erected.
- The building is currently being used as an iStore.

DECISION

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

CH

13.8 Erf 1045, 52 Sarel Cilliers Street, Strand, S34-Additions & Alterations

Case No: HWC25030704CN0312

OUTSTANDING INFORMATION

HRF comment required (the comment submitted is for Erf 622, 65 Brand Street, Strand and not Erf 1045, 52 Sarel Cilliers Street, Strand).

CN

13.9 Erf 3446, 20 Acacia Way, Pinelands, S34-Additions & Alterations

Case No: HWC25031204CN0313

Ms. Chane Herman introduced the item on behalf of Ms. Corne Nortje.

DISCUSSION

- Outstanding information received in 19 March 2025 and 22 March 2025.
- Graded IIIB
- Inside the HPOZ.
- The work has not started.
- The proposal is for extensions to the first storey and a new roof of the patio.
- CoCT supports and notes the change to roof envelope but deem no impact as the new addition is in keeping. Visual and structural impacts are to the rear.
- PRRA stamped the plans and has no objection.

DECISION

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

CN

13.10 Erf 5356, 17 Wynberg Street, Paarl, S34-Additions & Alterations

Case No: HWC25021806CN0113

Ms. Chane Herman introduced the item on behalf of Ms. Corne Nortje.

DISCUSSION

- Outstanding information received on 19 February, 10 March and 24 March 2025.
- Ungraded
- The work has not started.
- The proposal is for 2 new carports internal alterations, including changes to doors and windows and extensions to the rear.
- DHAC supports.
- Paarl 300 Foundation supports.
- DHF supports.

DECISION

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

CN

13.11 Erf 1194, 14 Friars Road, Section 18 and 11 Chamonix, Unit 9, Sea Point, S34 – Minor Works

Case No: HWC25012013CSI0214

OUTSTANDING INFORMATION

Streetscape photographs required.

CSI

13.12 Erf 1505, 31 Beach Road, Green Point, S34 – Minor Works

Case No: HWC25011004CSI0203

Ms. Chiara Singh introduced the item.

DISCUSSION

- Not Graded and outside any HPOZ.
- Outstanding information received on 7 February 2025.
- Work applied for has not started.
- Proposed work is for internal alterations and the replacement of the current windows with double glazed windows.

DECISION

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

CSI

13.13 Erf 57112-RE, 2 Carbrook Avenue, Claremont, S34 – Minor Works

Case No: HWC25031102CSI0312

Ms. Chiara Singh introduced the item.

DISCUSSION

- Outstanding information received on 25 March 2025.
- Work applied for has not started.
- Graded NCW and outside any HPOZ.
- Proposed work is for the replacement of the asbestos roof with Diamondek roof sheeting.

DECISION

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

CSI

13.14 Erf 91325, 35 Wolfe Street, Wynberg, S27 – Additions & Alterations

Case No: HWC25010715CSI0123

OUTSTANDING INFORMATION

Ownership is to be clarified as previous application (HWC24100712SVB0107) noted the property has been transferred to a new owner.

CSI

13.15 Erf 957, 9 Avenue Fontain Bleu, Fresnaye, S34 – Additions & Alterations

Case No: HWC25020403CSI0306

OUTSTANDING INFORMATION

Streetscape photographs (up and down the road, neighbouring structures, Google images are not accepted); SFA comment.

CSI

13.16 Farm 1029-RE, off the R45, Mariama Mining, Malmesbury, Saldanha Bay, S38(8) – HIA

Case No: HWC24101601CSI1022

- HWC24101601CSI1022 (MP: Mining Permit – this application - BAR) & HWC24101526CSI1022 (MR: Mining Right - EIA)
- HIA is same but PPP is not the same for both mining permit and mining right. The mining right will include different PPP.
- PPP process for both applications to be completed prior to referral to IACom.

- Payment issue has been rectified with admin.

HELD OVER

The application has been held over until such time as the Mining Right application (HWC24101526CSI1022) may be tabled concurrently for review.

CSI

13.17 Erf 733-RE, 13 Krige Road, Stellenbosch, S34 – Minor Works

Case No: HWC25031302EJV0307

Emily Jane Vowles introduced the item.

DISCUSSION

- Ungraded and inside the Stellenbosch Historic Core.
- Work has not started.
- Outstanding information received on 13 and 24 March.
- Internal reconfigurations, replacement of west elevation windows with aluminium, restoration of the street façade windows, and enclosure of the front stoep with glass.

DECISION

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

EJV

13.18 Erf 11337, 18 Plein Street, Woodstock, S34- Additions and Alteration

Case No: HWC25031206SB0307

OUTSTANDING INFORMATION

Clarity on completion of work as submitted plans reflect recent photographs.

SB

13.19 Erf 1953, 4 Kloof Street, Gordon's Bay, S34- Additions and Alteration

Case No: HWC25030310SB0304

Ms. Stephanie Barnardt-Delpont introduced the item.

DISCUSSION

- Graded NCW and outside any HPOZ.
- Work has not started.
- Proposed replacement of current windows with aluminium, enclosing of open stoep and new domestic quarters.
- City declines opportunity to comment given that it is NCW.
- HRF support but note issues with the plans that the detailing and window mullions to maintain alignment with existing architectural features. Furthermore, they noted that original plan was of low resolution, making it difficult to determine the architect of the 1959 building.
- Outstanding information received on the 26 March 2025.

DECISION

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

SB

13.20 Erf 276, 4 Peerboom Street, Thornton, S34- Additions and Alteration

Case No: HWC25031810SB0314

Ms. Stephanie Barnardt-Delport introduced the item.

DISCUSSION

- Graded NCW and outside any HPOZ.
- Work has not started, proposal is for adding a first floor, a new garage, and a second dwelling to the existing house. These changes aim to improve the façade.
- City of Cape Town support.
- Outstanding information received on 20 March 2025.

DECISION

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

SB

13.21 Erf 439, 440 and 442, The Grey Hotel, 47 & 49 Napier Street, 13 Jarvis Street, De Waterkant, Cape Town, S34- Permit Extension

Case No: HWC24120906SB0306

Ms. Stephanie Barnardt-Delport introduced the item.

DISCUSSION

- Graded IIIC and inside HPOZ.
- Previous approved plans in 2021, there was an appeal in December 2021 against BELCom's decision which was upheld on 27 May 2020.
- Previous Appeals ROD date: 15 December 2021 (19080507LB0807E, 15060206KR0602E, 131023NN36E)
- Application is for permit extension due to LUMs process.
- Payment was made on the 9 December for extension, but POP is incorrect. POP with correct reference and all revision application documents received on the 20 and 24 March 2025.
- Permit extension application submitted on 10 December 2024.

DECISION

The committee resolved to approve the permit extension application by provision of a new permit in place of previous permit dated 15 December 2021 (19080507LB0807E).

SB

13.22 Erf 672, 1A Merten Street, Paarl, S34-Additions

Case No: HWC24100205SB1118

Ms. Stephanie Barnardt-Delport introduced the item.

DISCUSSION

- Not graded and inside HPOZ.
- Proposing double garage.
- Work has not started.
- Drakenstein Municipality has no objection.
- Drakenstein Heritage has no objection.
- Paarl 300 supports.
- Outstanding information received on 13 and 24 March 2025.

DECISION

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

SB

13.23 Erf 13495-RE, 252 Roodebloem Road, Woodstock, S34-Minor Works

Case No: HWC25030701SVB0312

Ms. Sofia Briel introduced the item.

DISCUSSION

- The property is graded NCW and inside the Victoria Road HPOZ.
- Work is complete.
- Outstanding information received on 26 March.
- The proposal is for minor internal alterations to update the KFC restaurants interior as well as replacement of the signage on the exterior.

DECISION

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

SVB

13.24 Erf 97234, 7 Middleton Road, Claremont, S34-Additions & Alterations

Case No: HWC25020406SVB0227

Ms. Sofia Briel introduced the item.

DISCUSSION

- The property is graded IIIB and outside of any HPOZ.
- Work has not started.
- Outstanding information received 12 February and 24 March.
- The proposal is for an extension to the first storey, which includes the addition of four dormers one on each side of the roof. The proposal is also for alterations to the ground floor scullery and storeroom, one internal door to be closed and alterations to doors and windows on the north and western elevations.
- CoCT do not support the proposal for the following reasons: Considering the intrinsic and contextual significance of the dwelling, the proposed alterations and additions will not comply with the City's management guidelines and will result in the loss of the heritage resource and its contribution to the streetscape. The building has been found to have sufficient heritage value in terms of its architectural character, scale, roof profile/style and fenestration to argue for its retention.
- GLCA has no objection to the proposal provided permission is obtained from HWC.
- The applicant was given the opportunity to submit a response to the City's objection, however they declined to respond.
- I&APs were invited to the meeting.

DECISION

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

SVB

13.25 Erf 1939, 34 Lourensford Road, Somerset West, S34-Minor Works

Case No: HWC24121032XM0107

Ms. Xola Mlwandle introduced the item.

DISCUSSION

- Outstanding information received on 19 February 2025
- Graded IIIC and not within any HPOZ.
- The proposal is for an extension to the existing dwelling for a new library addition.
- Work has not started.
- E&HM supports.
- HRF support.

DECISION

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

XM

13.26 Erf 1424, 7 Vesperdene Road, Green Point, S34-Additions & Alterations

Case No: HWC25010608XM01114

Ms. Xola Mlwandle introduced the item.

DISCUSSION

- Outstanding information received on 03 March 2025
- Graded NCW and not within any HPOZ.
- Proposed new bedroom, new kitchen and windows to be installed.
- HRS supports.
- GPRRA did not provide comment within 30 days.

DECISION

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

XM

13.27 Erf 1024, 103 Monreith, Hall Road, Sea Point, S34-Minor Works

Case No: HWC24121004XM0129

Ms. Xola Mlwandle introduced the item.

DISCUSSION

- Graded IIIB and not within any HPOZ.
- Outstanding information received 06 and 25 March 2025.
- Proposed second bathroom, opening kitchen for more space and double glass windows to be installed.

DECISION

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

XM

13.28 Erf 128, The Diplomat, Tulbagh Square, 8 Hans Strijdom Avenue, Cape Town, S34- Minor Works

Case No: HWC25031101XM0312

OUTSTANDING INFORMATION

Sectional title deed or proof that the signatory on the application form can sign on behalf of Wavesprop Investments as the registered owners of the property.

XM

13.29 Erf 155102, 6 Lever Road, Kalk Bay, S34-Additions & Alterations

Case No: HWC24041610XM0109

Ms. Xola Mlwandle introduced the item.

DISCUSSION

- Outstanding info received 03 March 2025.
- The proposal is for external alterations to the first floor, proposed new bedroom bathroom and terrace on the first storey.
- Work has not started.
- Graded IIIC and inside the HPOZ.
- Kalk Bay, St. James Ratepayers and Residents Association provided a comment of no objection.
- HRS does not support as HRS remains concerned with the proposed extent of demolition in the first storey,

particularly the removal of most of the external wall between the existing front room and enclosed balcony (which may impact the existing balcony roof) and the internal central wall. The proposal also includes sound insulation to the flooring and a general renovation of the first storey that, as currently proposed, would result in a complete loss of authenticity due to the extensive removal of historical fabric.

- The proposal has not been informed by heritage indicators or heritage concerns and would have a negative impact on the authenticity, character and significance of the building. As a result, HRS does not support the proposal in its current form.
- HRS revised comment: HRS supports with conditions. The proposal has been revised to retain more wall nibs in the first floor and the opening to the existing enclosed balcony has been reduced from full span to widening the two existing openings. This is an improvement, though the proposal still includes extensive internal demolition work. Considering the extent of work proposed and significance of the building (prominent IIIB structure on Kalk Bay Park), HRS is willing to support the revised proposal subject to the following condition: The owner is to appoint an architect with appropriate heritage experience to oversee the proposed work.
- The City of Cape Town Map Viewer notes the site as IIIC and the HRS comment notes the site as IIIB.

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.

XM

13.30 Erf 162904, CT Metro Police Training College, 10 Margate Road, Muizenberg, S34-Additions & Alteration

Case No: HWC24111105SJ1112

Ms. Sneha Jhupsee introduced the item.

DISCUSSION

- The work has not started.
- Proposal is an extensive redevelopment of the Cape Town Metro Police Training College.
- Not on 1958 map, on 1968 map. Could or could not be older than 60 years old. Site is 11000sqm. NFS issued 09.11.20 - 20092901ND1102E.
- Report states that “the facility was purpose-built, with its foundation stone laid in 1957” and that “the main building, including kitchen, laundry, reception and office, staff recreation room (formerly the first “house father’s flat”), dining room and dormitories and teachers’ accommodation was first constructed in 1957/58”. Thus, this would trigger the NHRA.
- CoCT EHM: no objection.
- MHCS: no objection.
- Outstanding information received on 26 March 2025.

DECISION

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

SJ

13.31 Erf 163045, Tothills Building, Corner Buitengracht and Castle Streets, Cape Town, S34-Minor Works

Case No: HWC25020514SJ0211

Ms. Sneha Jhupsee introduced the item.

DISCUSSION

- Proposal is for the re-instatement / restoration of damaged and collapsed non-accessible balcony structure, that was added to the building in 2015.
- Graded IIIA and within the Central City HPOZ.
- Previous alterations to the building (as part of the restoration associated with the redevelopment of Erf 136045) was approved by HWC BELCom in 2015. This restoration included the re-instatement of balconies -

absent at the time - as originally included on the c1900 plans for the building. The balcony and canopy decorative details were in the form of contemporary replica castings. As per the original design, supporting columns to the balcony were provided along the Buitengracht elevation whereas the Castle Street balcony was designed as a cantilevered projection. Columns were however designed to be largely non-structural in the event of a collision. The current application is submitted as a result of the collapse of a portion of the balcony along the Castle Street elevation in November 2023.

- CoCT EHM: support.
- CIBRA: support - "Notwithstanding with reservation of the logic behind the "not accessible" balcony regulation that needs to be addressed on a direct level with the Council. CIBRA will address it with HWC separately."
- Outstanding information received on 24 March 2025.

DECISION

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

SJ

13.32 Erf 971, 1 Belair Drive, Constantia, S34-Total Demolition

Case No: HWC25012011SJ0304

Ms. Sneha Jhupsee introduced the item.

Mr. Timo Smit (applicant) attended the meeting and took part in the discussion.

DISCUSSION

- The work has not started.
- Ungraded and falls outside any HPOZ.
- Proposal is to demolish all the structures on site and develop 3 new dwellings on the property as a Sectional Title scheme.
- CoCT EHM: support
- FoCVG: no comment within 30-day commenting period.
- CTHF: no comment within 30-day commenting period.
- Cape Mazaars Society: no comment within 30-day commenting period.
- CRRA: no objection.
- Outstanding information received on 26 March 2025.

DECISION

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

SJ

13.33 Erf 970-Re, 7 Belair Drive, Constantia, S34-Total Demolition

Case No: HWC25012012SJ0304

Ms. Sneha Jhupsee introduced the item.

Mr. Timo Smit (applicant) attended the meeting and took part in the discussion.

DISCUSSION

- The work has not started.
- Ungraded and falls outside any HPOZ.
- Proposal is to demolish all the structures on site and develop 3 new dwellings on the property as a Sectional Title scheme.
- CoCT EHM: support.
- FoCVG: no comment within 30-day commenting period.
- CTHF: no comment within 30-day commenting period.

- Cape Mazaars Society: no comment within 30-day commenting period.
- CRRRA: no objection.
- Outstanding information received on 26 March 2025.

DECISION

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

SJ

14 NEW MATTERS

14.1 Erf 117955, 21 Lower Main Road, Observatory, S34-Additions & Alterations

Case No: HWC25031714CH0318

OUTSTANDING INFORMATION

Additional internal photographs, external photographs, streetscape photographs, POP, SG diagram, title deed, signed company resolution, plans or methodology and material specification, confirmation of work that has started and photographs of these areas of work.

CH

14.2 Erf 1434, 25 Leeuwenhof Road, Higgovale, Oranjezicht, S34-Additions & Alterations

Case No: HWC25031713CH0318

Ms. Chane Herman introduced the item.

Ms. Claire Abrahamse (Heritage Consultant) attended the meeting and took part in the discussion.

DISCUSSION

- Proposal is for additions and alterations to the two structures on the site, the main house and outbuilding/coach house to serve as two separate dwellings.
- The proposal has been extensively mitigated in line with the site-specific heritage indicators as well as consultation with CoCT and neighbours.
- Work has not started.
- CoCT supports.
- CIBRA supports.
- CTHF supports.
- Graded IIIB
- Inside HPO.

DECISION

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

CH

14.3 Caledon Farm CN863/0, Steenbras Nature Reserve, Steenbras Dam, Cape Town, S34-Emergency Works

Case No: HWC25031702CH0318

Ms. Chane Herman introduced the item.

DISCUSSION

- Proposal is to repair the retaining wall at the Steenbras Lower Dam intake tower bridge.
- The structure is believed to have been constructed in 1959.
- Over the course of 2022 the erosion of backfilled material continued through the foundation causing the western side of the wall to fail and based on the erosion pattern observed on the eastern side it is expected that the east wall is also on the verge of failure.
- The scope of work entails demolishing the existing failed concrete wall and replacing it with a rip-rap protected embankment. The wall has failed and cannot be re-instated. As such the wall is at risk of further

rotation and complete collapse when the water level rises again in the next winter.

- The work will be completed in the dry summer months while the water level in the dam is sufficiently low for contractors to access the site.
- CCT will appoint a contractor to undertake the repairs / maintenance of the failed retaining wall under the 303Q/2020/21 contract.
- The proposed work is detailed within the method statement.
- Work has not started.
- Not graded
- Outside HPO

DECISION

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

CH

14.4 Erf 237, 16 Markstraat, Elim, S27-Additions & Alterations

Case No: HWC25031718CH0319

OUTSTANDING INFORMATION

Internal photographs, title deed, SG diagram, proof of correspondence to Friends of Elim.

CH

14.5 Erf 874, CP Nel Museum, 3 Baron van Reede Street, Oudtshoorn, S27-Minor Works

Case No: CH0319

OUTSTANDING INFORMATION

Updated application form, POP, internal photographs, external photographs, streetscape photographs, drawings or methodology with material specification.

CH

14.6 Erf 1621, 124 York Street, George, S27-Minor Works: Restoration

Case No: HWC25011303CH0319

Ms. Chane Herman introduced the item.

DISCUSSION

- Proposal is to repair the fire damaged structure (The George Tourism Building).
- The work includes removing an internal wall, inserting new walls, reconfiguration of the bathroom and a new sliding door.
- Work has not started.
- Graded II.

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

14.7 Erf 3715, St Cyprian's School (Art Block), 4 Gorge Road, Oranjezicht, S38(4)-Final Heritage Report

Case No: CH0304

Ms. Chane Herman introduced the item.

DISCUSSION

- Final heritage report for the new art block as part of the rearrangement and redevelopment of St Cyprian's School (16041101KR0420M).
- Proposal is to demolish the existing Art Block and to replace it with a three-storey classroom block.

- Excavations will take place across a portion of the site to level the natural sloping ground line to enable a full lower level of accommodation.
- The Art Block was built in 1958 and designed by architect Angela Smitheman.
- The Art Block is located to the west of the Chapel lawn, south east of the Chapel and directly south of the Life Centre and north of the new Sports Centre.
- The Art Block was identified in the HIA as a building of little to no heritage value. The replacement building is largely in accordance with the positioning, footprint and envelope of the existing building as well as generally in accordance with the approved revised SDP dated 7 May 2019.
- Work has not started.
- Background:
 - 2017: HIA submitted to HWC for the rearrangement and redevelopment of the Cyprian School. HWC approved the SDP and issued a final comment on 22 February 2017.
 - One condition of the 2017 IACom approval: "All future building plans must be submitted to this committee for approval for each phase of development".
 - 2019: HWC endorsed the revised SDP and issued final comment on 7 May 2019.
- CoCT supports.
- CIBRA supports.

OUTSTANDING INFORMATION

S38(4) Form and payment for SDP amendment.

CH

14.8 Erf 1051, 18 Bain Street, Wellington, S34 – Additions & Alterations

Case No: HWC25032406CSI0324

OUTSTANDING INFORMATION

Coloured and up to scale plans, title deed, SG diagram, locality map, all photos, all comments required.

CSI

14.9 Erf 1328, 16 Castle Street, Paarl, S34 – Additions & Alterations

Case No: HWC25032405CSI0324

OUTSTANDING INFORMATION

Coloured and up to scale plans, title deed, PoA (applicant signed on behalf of owner), company resolution, SG diagram, locality map, all photos, all comments required.

CSI

14.10 Erf 28767, 156 Main Street, Paarl, S34 – Additions & Alterations

Case No: HWC25032002CSI0324

OUTSTANDING INFORMATION

Clarification on status of work, title deed, SG diagram, additional external photos, internal photos, streetscape photos required.

CSI

14.11 Erf 3269, 39 Dirkie Uys Street, Franschhoek, S34 - Minor Works

Case No: HWC25030708CSI0318

OUTSTANDING INFORMATION

Clarification on status of work, title deed, SG diagram, additional external photos, internal photos, streetscape photos required.

CSI

14.12 Erf 49, 34 Old Cape Road, Paradise, Knysna, S34 - Minor Works

Case No: HWC24101417CSI0319

OUTSTANDING INFORMATION

Applicant to provide description of all work completed, company resolution, SvDS comment required.

CSI

14.13 Erf 664, 21 Bellevue Road, Sea Point, S34 – Additions & Alterations

Case No: HWC25020404CSI0318

Ms. Chiara Singh introduced the item.

DISCUSSION

- Work applied for has not started.
- Graded IIIC and inside HPOZ.
- Proposed work is for a new dining room, braai area and pergola, external staircases, and internal reconfiguration.
- CoCT provided comment and support the application stating that, “While the loss of some internal fabric and the further enclosure of the stoep on the side is regrettable, the front facade of the house will remain intact and legible as per its original design intent.”
- SFB provided comment and support the application.
- SFA did not provide comment within 30 days.

DECISION

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

CSI

14.14 Erf 1066-RE, Basse Cottage, Basse Provence, 45 Main Road, Franschhoek, S34 - Minor Works

Case No: HWC25030513CSI0314

Ms. Chiara Singh introduced the item.

Ms. Marise Grobler and Mr. Vicko Venter (Architects) attended the meeting and took part in the discussion.

DISCUSSION

- Work applied for has not started
- Not Graded and outside HPOZ.
- Proposed work is for maintenance and refurbishment including painting, removal and replacement of all kitchen counter and bathroom sanware, fittings, and joinery.
- Applicant has stated that the farm name is Basse Provence, but the client also owns Rickety Bridge and trades under this name.
- Graham Jacobs is aware of the three minor works applications and the applicant has stated that, “The HIA will form part of the environmental process and we anticipate only being able to act on the final heritage approvals in approximately 3 years. The new owner would like to address some of the inappropriate changes to improve and maintain the buildings in the meantime.”

FURTHER REQUIREMENTS

The applicant is to provide a set of drawings indicating materiality/specifications, methodology and the scope of work as indicated on page 16 of the submitted report. The drawing set must use the correct material colours and hatching and an annotated, colour section is to be included. The M. Atwell report is to be included with the Further Requirements.

CSI

14.15 Erf 1066-RE, Basse Homestead, Basse Provence, 45 Main Road, Franschhoek, S34 - Minor Works

Case No: HWC25030512CSI0314

Ms. Chiara Singh introduced the item.

Ms. Marise Grobler and Mr. Vicko Venter (Architects) attended the meeting and took part in the discussion.

DISCUSSION

- Work applied for has not started

- Not Graded and outside HPOZ.
- Proposed work is for maintenance and refurbishment including painting, new kitchen and store joinery and replacement of inappropriate tiles in kitchen and hallway. Sanding and sealing of all timber floors in the rest of the ground floor. Replacement of the timber balustrade and tread size to comply with safety standards. Removal of drywalling, sanware, and concrete floors on the first floor and the addition of sky lights in the loft space.
- Applicant has stated that the farm name is Basse Provence, but the client also owns Rickety Bridge and trades under this name.
- Graham Jacobs is aware of the three minor works applications and the applicant has stated that, "The HIA will form part of the environmental process and we anticipate only being able to act on the final heritage approvals in approximately 3 years. The new owner would like to address some of the inappropriate changes to improve and maintain the buildings in the meantime."

FURTHER REQUIREMENTS

The applicant is to provide a set of drawings indicating materiality/specifications, methodology and the scope of work as indicated on pages 20-21 of the submitted report. The drawing set must use the correct material colours and hatching and an annotated, colour section is to be included. The M. Atwell report is to be included with the Further Requirements.

CSI

14.16 Erf 1066-RE, Basse Jonkershuis, Basse Provence, 45 Main Road, Franschhoek, S34 - Minor Works

Case No: HWC25030511CSI0314

Ms. Chiara Singh introduced the item.

Ms. Marise Grobler and Mr. Vicko Venter (Architects) attended the meeting and took part in the discussion.

DISCUSSION

- Work applied for has not started
- Not Graded and outside HPOZ.
- Proposed work is for maintenance and refurbishment including removal and replacement of all bathroom sanware, fittings, drywalls, and tiling. Removal of floor finishes and replacement with timber flooring.
- Applicant has stated that the farm name is Basse Provence, but the client also owns Rickety Bridge and trades under this name.
- Graham Jacobs is aware of the three minor works applications and the applicant has stated that, "The HIA will form part of the environmental process and we anticipate only being able to act on the final heritage approvals in approximately 3 years. The new owner would like to address some of the inappropriate changes to improve and maintain the buildings in the meantime."

FURTHER REQUIREMENTS

The applicant is to provide a set of drawings indicating materiality/specifications, methodology and the scope of work as indicated on pages 19-20 of the submitted report. The drawing set must use the correct material colours and hatching and an annotated, colour section is to be included. The M. Atwell report is to be included with the Further Requirements.

CSI

14.17 Ptn 20 of Farm 172, Farm Woodville, Seven Passes Road, George, S34 – Additions & Alterations Case No:

HWC24091101CSI0318

OUTSTANDING INFORMATION

Annotated plans required.

CSI

14.18 Erf 172362-RE, 6 Kenilworth Road, Kenilworth, S34 – Permit Extension

Case No: HWC25031208EJV0318

Emily Jane Vowles introduced the item.

DISCUSSION

- Previous application 22020906KB0309E for total demolition was approved by BELCom and the permit issued in May 2022. The proposal has not changed.
- Graded IIIC and falls inside proposed Kenilworth Road HPO.
- Work has not started.
- CoCT did not support in 2022; S.v.d.S noted that the heritage value of the dwelling had been so affected by the changing context that demolition could be permitted.

DECISION

The committee resolved to approve the permit extension application by provision of a new permit in place of previous permit dated 16 May 2022.

EJV

14.19 Erf 384, 28 Pypies Square, Vredehoek, S34 – Additions & Alterations

Case No: HWC25031712EJV0319

OUTSTANDING INFORMATION

Plans to indicate work proposed as distinct from work still to be undertaken; additional streetscapes.

EJV

14.20 Erf 99, 40 Kortmark Street, Stanford, S31 - Subdivision

Case No: HWC25021319EJV0324

OUTSTANDING INFORMATION

Internal photographs of the structures on site.

EJV

14.21 Erf 12994; 12995, 18 & 19 Jan Van Riebeeck Drive, Bella Vista Park, Paarl, S38(4) – NID

Case No: HWC25031719EJV0319

Emily Jane Vowles introduced the item.

DISCUSSION

- Triggers s38(1)(c)(i).
- The proposal is to consolidate and redevelop the adjoining properties, renovating the existing structures, enhancing accessibility, improving parking, and modernising the shopfronts.
- The site was originated by the Royal Baking Powder company and has evolved over time into the Bella Vista Commercial Park. It is situated in a highly industrial and commercial neighbourhood of Paarl. In terms of heritage, the original RBP building (IIIA) dates to 1932 and has a distinct street facing gable with plastered detailing and signage. While it has been added to over the years, the intention is for it to be restored by reinstating the windows in plastered brick walls, as well as the plastered bands, detailing and signage. A new shopfront and pergola will be installed on the street-level. The other structures on site are of little heritage significance, being largely industrial and utilitarian. The intention is to renovate them, introducing more brick face, a more accessible and open customer interface, and a harmonious design extending throughout the park. From the plans provided, the RPB building will remain the most prominent feature and focal point.
- SAHRIS Palaeo-Map indicates unknown and moderate sensitivity.
- Ungraded (Erf 12994); IIIA (Erf 12995) and outside HPOZ.
- Work has not started.
- Drakenstein Municipality has no objection (Comments not required for NID).
- The consultant recommends NFS

DECISION

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

EJV

14.22 Erf 1502329-RE; 156138 (Erven 178896; 178895), 122 Boyes Drive and 7 Carisbrooke Steps, St James, S38(4) – HIA

Case No: HWC24050602EJV0324

Emily Jane Vowles introduced the item.

DISCUSSION

- Graded NCW and ungraded and falls inside HPOZ.
- Work has not started.
- In May 2024 HOMs requested an HIA with a VIA and Townscape Assessment for the development of 8 houses accessed from Boyes Drive with a lift and funicular on the western boundary of the site. Each house will be double-storey, freestanding, uniquely designed to respond to its positioning and the St James-Kalk Bay guidelines and surrounded by indigenous trees as per the landscape plan. The site has an extreme gradient and is dominated by Afromontane Forest.
- Erven 178896 and 178895 are vacant, while Erf 150329-RE contains a recently renovated dwelling dated to the early 1980s thereby not triggering S34. Erf 150329-RE is graded NCW while the others are ungraded. The site falls within the HPOZ and along the Boyes Drive scenic drive and forms part of the Kalk Bay - St James Urban Conservation Area.
- The sense of place of the Kalk Bay and St. James “strip” – experienced most prominently along Boyes Drive – is strongly underpinned by its topography and typology as a “Corniche”. A “corniche” is a particular type of cultural landscape, where the coastal landform of steep gradient affords spectacular views and a sense of elevation and expansiveness over the seafront, while being sheltered against the mountain or cliff-face. Here, the sea and land often meet dramatically, without wide beaches or dune systems to “buffer” the meeting of the two. The site also negotiates the interface between the denser urban fabric on the gentle slopes, and the “wilderness” on the mountain peaks beyond. In addition to the corniche landscape and the scenic route, Abrahamse identifies the mountain ridges, mountain cliffs and steep slopes, the coastline and its distinctive features (beaches, tidal pools, harbour), and the local settlement patterns and their clear historical character as contributing to the character and sense of place.
- In terms of a Field of View, the site is not observable from Muizenberg and while visible from the Kalk Bay Harbour, is too distant to be visually distinctive. It is barely visible from Boyes Drive due to the densely treed portion of land between the site and the scenic drive, and where visible from Main Road it appears as part of an established backdrop. As such, views of the site from the surrounds are somewhat visually contained.
- In terms of the townscape character, on the higher gradients where construction is possible, larger houses set in extensive grounds define the upper band slopes, transitioning to denser Victorian mansions, houses and cottages on the narrow wave-cut platform and lowest slopes closer to the coastline. As the land flattens, commercial and civic fabric becomes more prevalent, with railway stations, shops and churches located in this coastal band.
- The upper band in which the development is proposed is characterised by houses typically located on 650m² of land, with a single dwelling surrounded by garden areas and planting. This allows the upper band to read as “greener” and less built up than the lower band of settlement, which is far denser. Dwellings are predominantly characterised by gable-ended or hipped double pitched roofs with lean-to extensions under metal sheeting or tiles, sometimes with dormer windows. Buildings are typically cut and fill, situated centrally, and south-east/sea-facing with covered stoeps or balconies to maximise the view. Buildings are a maximum of two-storeys and fragmented to create a finer grain. Detailing is typically Victorian and Edwardian, except for the more modern houses higher up. They are constructed generally of masonry, either as exposed stonework or plastered brickwork, and often have chimneys. Their proportion of solid to void includes punctured openings to promote regular patterning in the Victorian and Edwardian architecture, and recessed sea-facing stoeps bookended by projecting bays in the historic and more contemporary buildings.
- Having established the character and sense of place, Abrahamse develops heritage design indicators in terms of settlement scale, site scale, and building scale and two resultant development alternatives.
- In terms of public participation, CoCT did not support the density, architectural detailing, and height of the proposed dwellings, the scale and emphasis on horizontality of the proposed parking garage, and noted the lack of the specialist Townscape or Visual Impact Assessments within the integrated HIA and its recommendations. The KBSJRRRA raised concerns regarding the downdraughts caused by the buildings' cantilevered fronts and their effect on any vegetation, and oppose the development on the basis that the

architectural style is acontextual, unimaginative and considered 'developer modern'; results in what is unmistakably a group housing estate; and introduces dual-level parking that should be broken-up, reduced in scale, and given a residential character.

- In response to the consultation comments, preferred alternative 3 was then developed in part II of the HIA. This alternative is aligned to the density of the surrounding properties and is not out of character. The pattern of subdivision, while improvable, is the only feasible option at this time. The landscaping plan will have a substantially positive cultural landscape impact within the area, establishing the site as a biodiverse pocket that strengthens the integration between the mountain and sea, as well as having functionally positive implications for managing fires at the urban edge. To address the concerns regarding the architectural intent, the sea-facing gables with the glazed triangular windows inset have been replaced by hipped roofs in all instances bar one; the houses have been shifted back into the slope as far as possible resulting in an overall reduction in heights; the curve of the contours have allowed sections of the houses to be pushed back further into the slope to align with the retaining wall below to reduce the extent of cantilevering over the retaining walls and introduce mid-level planting areas to mitigate heights and screen; ground level slab heights have been varied to fragment the overall impact of the scheme; and the shared access garage has been rationalised and reduced but remains the only feasible option for accessibility.
- Importantly, while a level of uniformity remains in the proposed dwellings due to construction and design constraints, the dwellings are intended to be sold under freehold title resulting in additions and alterations over time that will individualise their style and forms.
- Abrahamse concludes on page 112 of the report titled "Further Analysis and Mitigation in Response to Public Consultation" dated March 2025 that the mitigated development proposal - Development Option 3 - is the preferred option as it introduces substantial mitigation to the proposal, in response to the comments of the Interested and Affected Parties. It is recommended that HWC approve the SDP, on condition that the architect is retained for the design development stages and that, as design development proceeds, further mitigation should be introduced by ensuring that every structure should be sunk to be as close as possible to the slope.

REFERRAL

The Committee resolved to refer the application to IACom on 9 April 2025 due to the objections received.

EJV

14.23 Farm 167 Portion 4, Appelbosch, Swellendam, S34 - Total Demolition

Case No: HWC25031108EJV0324

OUTSTANDING INFORMATION

WCC comment.

EJV

14.24 Farm 167 Portion 7-RE, Appelbosch, Swellendam, S34 - Total Demolition

Case No: HWC25031109EJV0324

OUTSTANDING INFORMATION

WCC comment.

EJV

14.25 Erf 2378, 27 St James Street, Vredehoek, S34 - Maintenance

Case No: HWC25031205SB0319

Ms. Stephanie Barnardt-Delport introduced the item.

DISCUSSION

- Work has not started.
- Proposed minor works include maintenance and repair work, which includes upgrading an existing sewer line and repaving a walkway.
- Graded IIIA and inside a proposed HPOZ.
- The body corporate has been addressing major maintenance issues and has prioritized upgrading the east sewer line, which is likely original and has failing ceramic pipes, causing blockages. The current walkway, also in poor condition, will need to be mostly demolished to repair the sewer system. The proposed new walkway will use 70mm N1 grey brick pavers in a herringbone pattern, allowing for future access to the

sewer line.

DECISION

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

SB

14.26 Erf 47451, 62 Sandown Road, Rondebosch, S34-Deviation

Case No: HWC25031407SVB0320

Ms. Stephanie Barnardt-Delport introduced the item.

Mr. Shane Stewart attended the meeting for this item.

HELD OVER

The application is held over to HOMs on Monday, 07 April 2025, for further review of the original application.

SB

14.27 Erf 77, 77 Retief Street, Infanta, S34-Total Demolition

Case No: HWC25031719SB0318

OUTSTANDING INFORMATION

Demolition plan

SB

14.28 Erf 86752, 176 Main Road, Muizenberg, S34-Deviations to Replacement Structure

Case No: HWC25031910SB0320

Ms. Stephanie Barnardt-Delport introduced the item.

DISCUSSION

- Work has started and completed, for minor works.
- On 11 June 2019, HWC approved concept proposals for the street interface, in fulfilment of an appeal decision condition (Appeals ROD date, Case number) 18103003SB1107E (S34 application)
- On 15 December 2021, HWC approved a Minor Works Permit for amendments to the original drawings as approved by HWC.
- Thus, HWC approved the original demolition and redevelopment.
- Completed building has minor deviations from the Municipal Building Plans and an as-built plan is required to formalize these changes. The deviations result from on-site decisions and new owner requirements.
- Deviation mainly takes place to accommodate fire regulation, structural input and other minor issues. 4 main areas where deviation took place:
 - **Area 1:** Stair shaft moved 565 mm north; main building unchanged. Horizontal shift does not impact the elevation as seen from the West.
 - **Area 2:** Refuse Room footprint increased by 4.1 m² but remains below ground level, minimizing visibility from the West.
 - **Area 3:** Stair shaft walls shifted 560 mm south; main building unchanged. Elevation remains similar, with no impact on the West.
 - **Area 4:** Lift shaft moved closer to the building, further from the erf boundary. No effect on the West-side elevation. (page 7)
 - Then work still to take place across Area 6 to 12 which included facade detail such as additional windows to the Southwest Elevation, introduction decking and Jacuzzis on the penthouse, additional glass balustrades, and additional bathroom windows. Repeated to both to the North and South sides.
 - **Area 10:** height of glazing elements was increased by 300mm.
 - **Area 13:** height of glazing elements (Main Road facade) was increased by 385mm.
- Consultant recommends S51 – not sure
- Graded NCW and inside HPOZ.

HELD OVER

The application is held over to HOMs on Monday, 07 April 2025, for further review of the original approval and deviations to the replacement structure.

SB

14.29 Portions 4, 5, 11, 14 of Farm Koopmans Kloof 221, Off Botfontein Road, Botfontein Smallholdings, Stellenbosch Farms, S38(8)-HIA

Case No: HWC23092010CN0921

OUTSTANDING INFORMATION

SIG + SHF Comment clarification.

SB

14.30 Portion 7 of Farm Sewesprong 168 (Bantamsfontein) and Remainder of Farm Baakens Rivier No. 155, Provincial Road OP06128 (Matjiesfontein to Ceres), Cape Winelands, S38(8)-NID

Case No: HWC25031801SB0318

Ms. Stephanie Barnardt-Delport introduced the item.

DISCUSSION

- The proposal is for a bridge over the Muishond River which will have spans of 11.7 meters wide and 3.3 meters high. To assist in building the new bridge and maintain access to the OYA PV Plant and nearby farms, a temporary bypass road (300m) will be made about 30 meters upstream. This bypass will require removing local vegetation and altering the river's banks and bed. Traffic will use this bypass during construction, which will be removed, and the area restored afterward.
- Background: The area has significant archaeological value, with evidence of human occupation for over 2,000 years. Potential impacts include disturbance to Khoekhoen kraals, Stone Age artefacts, rock art, and historical structures. Military sites from the South African War and more recent farmsteads and kraals may also be affected. Development could damage or destroy heritage resources, requiring careful assessment and mitigation.
- Archaeological: The area contains archaeological resources, including a historic midden with European ceramics, glass, and metal and a Middle and Later Stone Age scatter with stone tools, possible impact.
- Grave: The site contains multiple graves, including the Snyders family burial ground (1850s) and stone-packed graves with heritage grading of 3A and 50m buffers is suggested.
- Palaeontological: The area has moderate to high palaeontological sensitivity, with sediments from the Ecca Group. A tree fossil was identified but found to be fragmented. However, based on the site investigation as well as desktop research it is concluded that fossil heritage of scientific importance and is relatively rare, hence possible impact.

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. Archaeological Impact Assessment
2. Palaeontological Impact Assessment

SB

14.31 Erf 382, 65 Bath Street, Montagu, S34 - Partial Demolition & Additions

Case No: HWC25032009SB0324

Ms. Stephanie Barnardt-Delport introduced the item.

Ms. Liana Jansen attended the meeting and took part in the discussion.

DISCUSSION

- Work has not started.
- The proposal includes partial demolition to remove inefficient additions while largely retaining the exterior. A new shop space will be added, compliant with Business Zone I regulations.
- The project meets parking requirements (12 spaces).

- Montagu Heritage Association: support.
- Municipality: support.

DECISION

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

SB

14.32 Erf 14786, 8 Jubilee Road, Somerset West, S34- Additions and Alteration

Case No: HWC25031128SB0324

OUTSTANDING INFORMATION

Application form (must be signed by both owners), POA, Helderberg Renaissance Foundation comment, SG Diagram.

SB

14.33 Erf 1357, 7 Dagbreek Road, Pinelands, S34-Additions & Alterations

Case No: HWC25031804SVB0318

OUTSTANDING INFORMATION

Proof of owner's name change; Colored up to scale plan with dimensions showing work completed; Internal photographs of the building / structure; Local Authority comments / Local Municipality comments.

SVB

14.34 Erf 15821, 96 Durban Street, Worcester, S34-Partial Demolition & Restoration

Case No: HWC25031306SVB0319

OUTSTANDING INFORMATION

Streetscape / contextual images analyzing the streetscape and showing the immediate surrounds; Local Authority comments / Local Municipality comments; Registered conservation body comment.

SVB

14.35 Erf 1883, 13 Glen Avon Road, Pinelands, S34-Additions & Alterations

Case No: HWC25031715SVB0319

OUTSTANDING INFORMATION

Streetscape / contextual images analyzing the streetscape and showing the immediate surrounds.

SVB

14.36 Erf 548, 222 Kloof Road, Clifton, S34-Total Demolition

Case No: HWC25031901SVB0324

OUTSTANDING INFORMATION

Company Resolution.

SVB

14.37 Erf 55, 26 Caledon Street, Stanford, S31-Deviation

Case No: HWC25021306SVB0324

Ms. Sofia Briel introduced the item.

Mr. John Biernacki attended the meeting and took part in the discussion.

DISCUSSION

- The property is ungraded and within the Stanford Heritage Area Overlay Zone.
- Work has not started.
- Outstanding information received 26 March.
- The proposal is to demolish a portion of the garage that is located beyond the property boundary and make right.
- A permit was issued on 24 November 2024 (HWC24101703CH1024) for an extension to the main dwelling to accommodate a sunroom and master bed, internal alterations and alterations to some of the existing doors

and windows and a new roof over most of the main dwelling. None of this previously approved work has been built yet. This current application also includes extension of the step that runs along the length of the previously approved sunroom extension.

- Stanford Conservation Trust & Stanford Heritage Committee support the proposal.
- Overstrand Municipality Heritage and Aesthetics Committee stated the following, “Insufficient drawings. No sections or elevations for alterations to the existing primary dwelling. Re-submit outstanding information.”
- The applicant has submitted a formal response as part of their application, noting that “OHAC now insist that all plans/applications be submitted to Building Control in Gansbaai...”, “despite spending half an hour with the secretary in Gansbaai explaining that the plans (I) deposited should only go to OHAC, since these plans constituted a reply to the Municipalities comments on the original application made on the basis of the HWC approved drawings, she filed them as a new application”, “in reviewing the plans it seems that neither building control or OHAC referenced their own file on Erf 55, and OHAC rather than returning a Heritage based comment on the plan in front (of) them deemed the application incomplete”.

DECISION

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

SVB

14.38 Erf 67876, 2 Lower Maynard Road, Wynberg, S34-Alterations

Case No: HWC25032008SVB0324

OUTSTANDING INFORMATION

Application form; Resolution; Title deed.

SVB

14.39 Erf 7084, 3 Pinehurst Close, Constantia, S34-Additions & Alterations

Case No: HWC25031913SVB0324

OUTSTANDING INFORMATION

Company or Trust Resolution; Registered conservation body comment (CRR).

SVB

14.40 Erf 11497, 41 Kyle Street, Strand, S34-Additions & Alterations- Deviation

Case No: HWC24112128XM0318

OUTSTANDING INFORMATION

Annotated Internal photographs; Consultation comments: Helderberg Renaissance Foundation.

XM

14.41 Erf 127, Die Koetles, Hoewe 143 Kameeldriftweg, Zeekoegat, Stilbaai, S34-Additions & Alterations

Case No: HWC25031711XM0318

OUTSTANDING INFORMATION

Company/Trust Resolution; Streetscape photographs; Consultation comments: Local municipality; Motivation.

XM

14.42 Erf 138, Strandstraat, Jongesfontein, S34-Minor Works

Case No: HWC23052206XM320

OUTSTANDING INFORMATION

Title Deed; SG Diagram; Company/Trust Resolution; Locality Map; Annotated Internal, External & Streetscape photographs; Consultation comments Stillbaai Heritage Conservation Trust; Motivation.

XM

14.43 Erf 64259, 1 Chippenham Road, Kenilworth, S34-Additions & Alterations

Case No: HWC25022703XM0319

OUTSTANDING INFORMATION

Appl details on form; Annotated Internal, Streetscape photographs; Consultation comments: Local municipality; Motivation.

XM

14.44 Erf 12686, 9 Huising Street, Somerset West, S34-Additions & Alterations

Case No: HWC25031905XM0324

OUTSTANDING INFORMATION

Plans showing work already undertaken and proposed work that is yet to be completed; Title Deed; Company/Trust Resolution; Locality Map; Annotated Streetscape photographs.

XM

14.45 Erf 2673, 7 Erica Way, Pinelands, S34-Additions & Alterations

Case No: XM0324

OUTSTANDING INFORMATION

POP/Reference Number.

XM

14.46 Erf 417, 178 Main Road, Sea Point, S34 - Total Demolition

Case No: HWC25020624XM0324

Ms. Xola Mlwandle introduced the item.

Mr. Ashley Lillie attended the meeting and took part in the discussion.

DISCUSSION

- The application is for the total demolition of the site in order to redevelop, the structure holds no heritage significance in its current form.
- Work has not started.
- E&HM agrees that the existing building is of insufficient heritage significance to merit retention and they support the demolition.
- Graded NCW and is outside of any HPOZ.
- Cape Town Heritage Foundation have no objection to the application.
- SFB has no objection to the application.
- SFA has no objection to the application.

DECISION

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

XM

14.47 Erf 61234, 6 Derma Road, Kenwyn, S34-Additions & Alterations

Case No: HWC25031717XM0324

OUTSTANDING INFORMATION

Signed application form.

XM

15 Other Matters

16 Adoption of Resolutions and Decisions

CH moves to adopt and XM seconds the adoption of resolutions and decisions of the meeting of 31 March 2025.

17 Closure

The chairperson, Ms. Sneha Jhupsee, officially closed the meeting at 13:30.

18 Date of next meeting: 7 April 2025

MINUTES APPROVED AND SIGNED BY:

**Sneha R
Jhupsee**

CHAIR:

Digitally signed by
Sneha R Jhupsee
Date: 2025.04.08
11:13:09 +02'00'

**Aneeqah
Brown**

SECRETARY:

Digitally signed by
Aneeqah Brown
Date: 2025.04.17 08:01:13
+02'00'

Annexure A – HWC: Heritage Officers' Meetings

Abbreviations

APHP - Association of Professional Heritage Practitioners
AHP - Agulhas Heritage Society
BKCA - Bo-Kaap Civic Association
BKYM - Bo-Kaap Youth Movement
CIBRA - City Bowl Ratepayers ' & Residents Association
CoCT – City of Cape Town
CTHT – Cape Town Heritage Trust
CRM - Cultural Resources Management
DRHCA - De Rust Heritage Conservation Association
Docomomo South Africa
DHS -Durbanville Heritage Society
EHM – Environmental Heritage Management department
FoBCA - Friends of Blaauwberg Conservation Area
FE - Friends of Elim
GLCA- Greater Lynfrae Civic Association
GPRRA - Green Point Ratepayers & Residents Association
HVA- Harfield Village Association
HMB - Heritage Mossel Bay
HVTA - Hex Valley Tourism Association
HBRRA - Hout Bay & Ratepayers and Residents Association
HIA - Heritage Impact Assessment
ILASA - Institute for Landscape Architecture in South Africa
KBHA - Kalk Bay Historical Association
KBSJRR - Kalk bay-St James Ratepayers & Residents Association
LKID - Lower Kenilworth Improvement District
MHCS - Muizenberg Historical Conservation Society
NCW – Not Conservation Worthy
NEMA - National Environmental Management Act (No. 107 of 1998)
NID - Notification of Intent to Develop
NCOA - Noetzie Conservancy Owners Association
OH - Oudtshoorn Heritage
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

ASAPA - Association of Southern African Professional Archaeologists
ABHC - Associated Bibbeys Hoek Conservancy (Knysna)
BELCOM - Built Environment and Landscapes Committee
CBCRA -Camps Bay Clifton Ratepayers Association
CSDBOA - Clifton-On-Sea & District Bungalow Owners Association
CTHF - Cape Town Heritage Foundation
CRRA - Constantia Ratepayers & Residents Associations
CMP – Conservation Management Plan
DWCA - De Waterkant Civic Association
DHF - Drakenstein of Heritage Foundation
EMPr - Environmental Management Program
FHRA -Franschhoek Heritage and Ratepayer Association
FoCVGB - Friends of Constantia Valley Green Belts
GBRM - Great Brak River Museum
GVHAG- Greater Vredehoek Heritage Action Group
GCS - Greyton Conservation Society
HRF - Helderberg Renaissance Foundation
HOMs - Heritage Officers Meeting
HPO – Heritage protects overlay.

HWC – Heritage Western Cape
IACom - Impact Assessment Committee
IGIC - Inventories, Gradings and Interpretations Committee
KHS - Kommetjie Heritage Society
MGHS - McGregor Heritage Society
NHC - Napier Heritage & Conservation
NASDB - Nelspoort Agency of Sustainable Development body
NHRA - National Heritage Resources Act (No. 25) of 1999
NRA - Newlands Residents Association
OCA - Observatory Civic Association
OHAC - Overstrand Heritage and Aesthetics Committee
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

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

Ward 2 Forum
WCC- Whale Coast Conservation
WRA - Woodstock Residents Association
WECA - Wynberg East Civic Association

DRAFT