

**APPROVED MINUTES OF THE MEETING OF HERITAGE WESTERN CAPE,
HERITAGE OFFICERS' MEETING
Held on Monday, 8 September 2025 at 08:30 via MS Teams**



1. Opening and Welcome

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

2. Attendance

Members

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

Staff

Ms. Waseefa Dhansay	Assistant Director	WD
Ms. Nosiphiwo Tafeni	I&APs group chat	NT
Ms. Aneeqah Brown	Secretariat	AB
Mr. Olwethu Dlova	Back-up Secretariat	OD

Legal Advisor

Ms. Penelope Meyer	Deputy Director	PM
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Observers

None

Visitors

Emmerentia De Kock	Agulhas Heritage Society	Item 14.17
Patriek Pietersen	Cape Agulhas Municipality	14.17
Jarred Pincus	Applicant	13.28
Dale Rosser	Applicant	13.28
Paul Boshoff	Architect	14.3 & 14.17
Quinn Jordan	Architectural technologist	14.3 & 14.17
Jeremy Mann	Agulhas Heritage Society	14.17

3. Apologies

Ms. Corne Alexander	Specialist Heritage Officer	CN
Ms. Sofia Briel	Heritage Officer	SVB

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 8 September 2025 with the following addition:

- Item 13.38 Erf 24271, 7 Concordia Street, Paarl, S34 – Minor Works

Case No: HWC25082001XM0821

EJV moved to adopt the agenda and CH` seconded.

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

6.1. The Committee resolved to hold over the approval of the minutes of 1 September 2025.

7. **Disclosure of conflict of interest**

None.

8. **Confidential matters**

None.

9. **Standing Items**

9.1. Site inspections undertaken

9.1.1. None

9.2 Proposed Site Inspections

9.2.1 None.

9.3 Site Inspection Reports

9.3.1 1st Avenue, Melkbosstrand – 30 August (SB)

- See item 9.10.1 where the report and the matter were discussed.

COMMENT

The Committee notes the contents of the site inspection report dated 5 September 2025 and endorses the recommendations of the report, as follows:

- A Section 35 emergency permit application to rescue and excavation is required.
- Excavation should proceed under professional archaeological supervision,
- The exposed area should continue to be monitored until excavation occurs, to prevent further loss through erosion or disturbance.

9.4 Preparation for upcoming Committee meetings

9.4.1 IACom 10 September 2025

9.4.2 BELCom 17 September 2025

9.5 Tribunal Updates (Legal)

9.5.1 None.

9.6 Interim and Close out Reports

9.6.1 Ptn 1 of the Farm Vrolykheid No. 177, Witplaats, Klarstroom, Prince Albert

Case No: HWC25031701SVB0328 (SVB)

Emily-Jane Vowles presented on behalf of Sofia Briel.

- An emergency permit for replacement of the thatch roof was issued on 29 July.
- The rest of the application was approved at BELCom on condition that monitoring reports be submitted to HWC at the discretion of Mr Andre Vercueil. The permit was issued on 26 August 2025.
- This is the second interim report submitted to HWC. The interim report documents the replacement of the thatch roof thus far, as per the emergency works permit and BELCom approval.

COMMENT

The Committee noted the interim report titled "HWC Case No. HWC25031701SVB0328 – Portion 1 (Wit Plaats) of the Farm Vrolykheid No. 177, Klarstroom, Prins Albert. Monthly Report, August

2025", dated August 2025, and prepared by Andre Vercueil, as adhering to the conditions of the HWC issued permit, dated 26 August 2025.

9.7 Incomplete Applications

9.7.1 Matters Arising: 13.18; 13.29; 13.30

9.7.2 New Matters: 14.1; 14.2; 14.9; 14.10; 14.11; 14.13; 14.14; 14.16; 14.20; 14.22; 14.23; 14.24; 14.26; 14.27; 14.30; 14.31; 14.33; 14.34

9.8 Decisions taken under ASD delegation

9.8.1 Matters Arising: 13.2; 13.3; 13.4; 13.5; 13.6; 13.7; 13.8; 13.14; 13.15

9.8.2 New Matters: 14.6; 14.8; 14.36

9.9 Exemption Notice 9051 of 2025: NCW graded within CoCT

9.9.1 Matter Arising: 13.16

9.9.2 New Matters: 14.32; 14.35

9.10 Archaeological Matters

9.10.1 S35 Emergency Application - Melkbosstrand Beach Faunal Remains (SB)

- On 29 August 2025 a report of possible human remains exposed on Melkbosstrand Beach was received from the City of Cape Town. Louisa Hutten of UCT arrived on site soon after and confirmed that the remains were not human but rather horse and appeared older than 100 years and therefore archaeological.
- Some of the individual bones had been removed from their initial place of discovery; however, the remainder of the horse skeleton is buried roughly 170cm below the surface, in a stormwater ditch opened by erosion. There are no visible disturbances in the section above it, which indicates the horse was not buried there recently (at least not in the last 50 years). The preservation of the bones is good, which is to be expected since preservation in the dune sand tends to be better than in the more organic matter above the surface.
- Hutten hypothesises that the horse might be related to the 1806 Battle of Blaauwberg. Alternatively, Melkbosstrand was previously known as Losperd's Bay or the "Bay of Loose or Lost Horses". The horse skeleton, therefore, might originate as early as 1785.
- An emergency application under case number HWC25090404 has been submitted to excavate the remainder of the skeleton before the spring tide for collection at UCT. Proof of payment has yet to be provided.
- The committee to determine whether the excavation can proceed as an emergency or whether a full application with consultation is required.
- Emergency was justified as there is a Spring Tide on Monday the 8th and this will result in an incredibly high tide that will likely wash away the eroded bank under which the horse remains are buried.
- An email decision was undertaken by HOMs committee on the 8 September 2025.
- Emergency Permit was issued on 8 September 2025 with the following conditions:
 1. Louisa Hutten is to submit a close-out report within 30-days of practical completion of the recovery of the faunal remains.
 2. 10.The University of Cape Town is to enter into a loan agreement with Iziko to act as the repository for the faunal remains.
 3. 11.A 30-day public participation process is to be undertaken within 6 months of the recovery of the faunal remains.
 4. 12.Should any evidence of graves and/or human burials be discovered during the execution of the activities above, all works must be stopped immediately, and Heritage Western Cape must be notified without delay in line with Section 36(6) of the National Heritage Resources Act.

9.11 Illegal Works Database: Stop Works Orders issued

None.

9.12 Permit deadline: 9 September @15h00

9.13 SAHRIS rollout feedback (RB)

- HWC is officially only receiving NIDs via SAHRIS.
- There is an engagement session planned for 19 September 2025.
- RB is catching up on what has occurred while he was on leave and will have further feedback at the next HOMS.

10 Administrative Matters

10.1 HOMS SOP Feedback

- HOMS began testing their weekly SoP on 18 August 2025 and feedback is to be provided weekly.
- RB stepped in to chair HOMS due to capacity and as such, he relied on the SOP functioning without posting deadlines on the groups. His short experiences with the new SOP were positive and his only comment would be about whether a formalisation of protocol is required in terms of how the chair communicates with the secretariat and the ASD in terms of process flow timing (e.g., have a standard permit deadline, timing of when to send ASD list e-mails, timing of when to communicate that agenda is finalised, etc.).

10.2 Portion 4 of Farm 560, Malmesbury

Case No: HWC23063007AM0705 (SB)

- Final comment was issued by HWC dated August 2024
- The development layout has now been revised to account for the presence of limestone across a significant portion of the development area.
- Palaeontologist- Pether, confirmed palaeontological resource will not be impacted by the revised layout.
- Archaeological survey was affected by the dense vegetation, however, there is a possibility that shell midden material could be uncovered during development (potential burials).
- VIA specialist further notes that “qualitatively reduced the overall visual and aesthetic impact of the scheme as open space areas have increased for limestone conservation at the expense of 93 residential units.”
- No other heritage resource was identified and no additional impact anticipated.
- Case officer recommended that the revised SDP is general in accordance and HWC final comment of dated August 2024.

COMMENT

The Committee resolved to approve the revised SDP as per the drawings numbered YZR/13069/NJ_SDP18, dated August 2025, and prepared by CK Rumboll & Vennote as being substantially in accordance with the previous HWC approval dated August 2024 with the following recommendation:

1. The attached Chance Fossil Finds Procedure must be implemented for the duration of construction activities. Should any palaeontological material be uncovered during the course of development activities, work must cease in the vicinity of these finds. Heritage Western Cape (HWC) must be contacted immediately in order to determine an appropriate way forward.
2. Earthworks personnel are recommended to visit the West Coast Fossil Park to be acquainted with fossil bones and palaeontological science.
3. Should any buried archaeological resources or human remain, or burials be uncovered during the course of development activities, work must cease in the vicinity of these finds. Heritage Western Cape (HWC) must be contacted immediately in order to determine an appropriate way forward

11 Monitoring by practitioner

11.1 Erf 4942, City Hall, 56 Corporation Street, Cape Town City Centre, S27-Minor Works

Case No: HWC25070707SVB0806 (SVB)

Emily-Jane Vowles presented on behalf of Sofia Briel.

- On 01 September HOMs supported the proposed interventions and required the applicant to appoint a suitably qualified consultant with heritage experience to oversee the work.
- It was recommended by the case officer at this meeting that HOMs request both interim and close-out reports.
- The applicant proposes the appointment of Mike Scurr and has provided a letter of appointment and CV for the committee to review.

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 Mike Scurr to monitor the proposed work.
2. Interim reports, compiled by Mike Scurr, must be submitted to HWC monthly.
3. A close-out report, compiled by Mike Scurr, must be submitted to HWC within 30 days of practical completion.

12 Discussion of the agenda

12.1 CH to present on behalf of CN and EJV to present on behalf of SVB.

12.2 CSI to present her case(s) before starting with the other cases, after which she will be excused (i.e., **Item 14.12** Erf 39569, c/o Van der Stel Street and Donkervliet Street, Paarl, S38(4) – NID **Case No:** 25983CSI0825)

MATTERS TO BE DISCUSSED

13. MATTERS ARISING

13.1 Erf 10327, 25 High Street, Hermanus, S34 – Additions & Alterations

Case No: HWC25082201CH0822

Ms Chane Herman introduced the item.

DISCUSSION

- Not graded inside HPO. The applicant noted that a 2013 RoD listed the property as a IIIC.
- Proposal is to internal alterations, upgrade the fabric of the street facade, replace timber doors and windows with aluminium, a new entrance foyer, painting the exterior, patching and painting the roof where necessary. It is also proposed to demolish the existing sub walls and decorative columns on the northern side of the building. The proposed work is detailed in the motivation letter.
- Work has not started.
- OHAC agrees with the IIIC grading and generally supports the proposed work. OHAC does not support the new aluminium windows and doors given the current conservation worthy form and materiality. OHAC states that new timbers elements should be used instead.
- According to the motivation letter: the aluminium windows are for additional security and the proposed work will not detract from the character of the building. It will enhance the structures character through sympathetic interventions and choice of materials.

DECISION

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

CH

13.2 Erf 1108, 63 Mitchell Street, Hermanus, S34 – Additions & Alterations

Case No: HWC25082103CH0822

CASE SUMMARY

- Outstanding information received on 29 August 2025.
- Not graded outside HPO
- Proposal is for the addition of a second storey and various additions towards the rear of the structure and outbuilding.
- Work has not started.
- OHAC supports

FOR NOTING

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

CH

13.3 Erf 145, 251 Jan Van Riebeeck Road, Oudtshoorn, S34 – Additions & Alterations

Case No: HWC25081302CH0820

CASE SUMMARY

- Outstanding information received on 29 August 2025
- Not graded outside HPO
- Proposal is for internal alterations, a new foyer, pergola and replacing windows and doors.
- Work has not started.
- Oudtshoorn Municipality supports.
- Heritage Oudtshoorn supports.

FOR NOTING

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

CH

13.4 Erf 2131, 157 High Street, Oudtshoorn, S34 – Additions & Alterations

Case No: HWC25081202CH0820

CASE SUMMARY

- Not graded outside HPO
- Proposal is for internal alterations, kitchen, consultation room, garage and carports
- Work has not started.
- Oudtshoorn Municipality supports.
- Heritage Oudtshoorn supports.

FOR NOTING

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

CH

13.5 Erf 2531, 18 Sixth Avenue, Voelklip, Hermanus, S34 – Additions & Alterations

Case No: HWC24072907CH0819

CASE SUMMARY

- Not graded outside HPO. Structure is along a scenic route (R43).
- Proposal is to replace the existing roof with a flat roof, replace all timber windows with aluminum and for the addition a second storey.
- Work has not started.
- OHAC supports

FOR NOTING

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

CH

13.6 Erf 3390, 45 Atlantic Drive, Onrus, Hermanus, S34 – Additions & Alterations

Case No: HWC25081503CH0818

CASE SUMMARY

- Not Graded outside HPO. According to the Overstrand Public Viewer the structure is in an "ungraded" heritage area and within a conservation area deemed to be a "special area". HOMs previous graded the structure as NCW.
- Proposal is to convert the garage into a new braai and family room and the addition of a double garage.
- Work has not started.
- Previous A&A permits were issued in 2019 (1910311AS1107E) and 2021 (21072608XM0727E)
- OHAC supports

FOR NOTING

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

CH

13.7 Erf 3417, 34A Main Road, Paarl, S34 – Additions & Alterations

Case No: HWC25063005CH0724

CASE SUMMARY

- Outstanding information received on 27 August 2025.
- Not graded outside SCPAOZ of Paarl.
- Proposal is for solar panels on the carport and covered porch and the installation of battery storage and inverter installation in a metal lockable cage.
- Work has started. All of the work has already been completed apart from the battery storage and inverter.
- DHAC supports
- DHF supports
- Paarl300 Foundation 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.

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

CH

13.8 Erf 51486, 68 Hamilton Road, Claremont, S34 – Additions & Alterations
Case No: HWC25071701CH0724

CASE SUMMARY

- Outstanding information received on 29 August 2025.
- Not graded outside HPO
- Proposal is for the addition of a carport and domestic quarters.
- Work has not started.
- CoCT supports and states that the building is not conservation worthy.

FOR NOTING

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

CH

13.9 Erf 5561, 4A Youldon Road, Bettys Bay, S34 – Additions & Alterations
Case No: HWC25072209CH0819
Ms Chane Herman introduced the item.

DISCUSSION

- Graded IIIC inside HPO
- Proposal is to extend the front stoep, an addition of a sunroom, addition of a garage at the rear of the freestanding staff quarters, external ramps and an eco-pool.
- Work has started. The garage and ramps are complete. The sunroom has partially built and all that needs to be one is to add a roof slab over it. The eco pond is also partially built.
- OHAC supports

COMMENT

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

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

CH

13.10 Erf 832, 427 Main Street, Paarl, S34 – Additions & Alterations
Case No: HWC25041402CH0821
Ms Chane Herman introduced the item.

DISCUSSION

- Graded IIIB inside the SCPAOZ of Paarl.
- Proposal is for the like-for-like replacement of the corrugated iron roof sheeting.
- Work has not started.
- DHF supports.
- Paarl300 Foundation supports.
- DHAC supports.

DECISION

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

CH

13.11 Erf 874, CP Nel Museum, 3 Baron van Reede Street, Oudtshoorn, S27 – Additions & Alterations

Case No: HWC25082817CH0319

Ms Chane Herman introduced the item.

DISCUSSION

- Outstanding information received on 27 and 29 August 2025.
- Graded PHS
- Proposal is to remove the cast iron gates, repair the sandstone entrance columns and reinstall the gates by using metal support posts with a wheel attached to each gate in order to not rely on the sandstone for support. The proposed work is due to the weight of the existing gates which has caused stress on the sandstone columns. These columns are not originally designed to carry such a heavy load.
- Work has not started.
- Heritage Oudtshoorn supports.

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

13.12 Erf 89963, Fisherman Cottage, 10 Harris Road, Kalk Bay, S34 – Additions & Alterations

Case No: HWC25073105CH0818

Ms Chane Herman introduced the item.

DISCUSSION

- Outstanding information received on 29 August 2025 and 3 September 2025.
- Graded IIIC inside HPO
- Proposal is to internal alterations to the main house and garage/studio and the addition of a loft.
- Work has not started.
- CoCT provided a comment via email stating that the the large, glazed dormer window (both sides) is not appropriate in the context of the HPOZ. The dormer roof configuration almost entirely changes the historic roof form and readability of the existing resource.
- In response to this, the email correspondence from the applicant states that there is already a large dormer window as part of the existing roof configuration as well as a large terrace. This was constructed above the entrance terrace roof and was done by the previous owner. The current proposal is to raise the roof by 1m and to reduce the terrace that has been constructed above the entrance terrace. The applicant indicated that they are willing to reduce the terrace even further should it be more beneficial to the heritage considerations of the project. Inspiration was taken from neighbouring buildings.
- KBSJRRRA supports.

DECISION

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

CH

13.13 Erf 1289, 2C Ryneveld Street, Stellenbosch, S34 – Minor Works

Case No: HWC25061209CN0623

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

DISCUSSION

- HOMs previously requested Further Requirement in that the applicant must obtain comment from all I&APs which was received on 1 September.
- Grading: NCW = Small infill building with gabled pediment and timber folding doors to wide opening with half-round window above. Brick steps and Suggested Grade II = Colony House.
- HPO: Inside Stellenbosch Historical Area
- Status of work: Completed
- Proposal: For the construction of a deck facing Ryneveld Street to the NCW graded building.
- Consultation:
- Stellenbosch Municipality notes an application to HWC is required.
- SIG states that the deck does not have a negative impact to the structure or streetscape.
- SHF did not comment 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.

CN

13.14 Erf 754, 6 Spoonbill Street, Velddrif, S34 – Additions & Alterations

Case No: HWC25081907CSI0821

CASE SUMMARY

- Outstanding information received 28 August for signed application form, photos, title deed, SG and locality map
- Work applied for has been completed
- Not Graded
- Outside HPO
- Completed work is for internal alterations

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

13.15 Erf 5952, 1 Bree Street, Langebaan, S34 – Minor Works; Deviation

Case No: HWC25081307EJV0814

CASE SUMMARY

- Outstanding Information received on 27 and 28 August
- Ungraded
- Outside HPO
- Work has started and includes the internal alterations
- The proposal is to construct a new RC roof in lieu of the previously approved lean-to-roof (HWC24091132EJV0912) and alterations to the north elevation as well as to regularise unauthorised deviations commenced on internal alterations and shopfittings. Erf 5952 is a consolidation of the erven reflected in the title deed and has not yet been registered but is reflected on the SG diagram. HOMs previously issued a permit to Erf 5952 despite the lack of consolidated title.

FOR NOTING

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

EJV

13.16 Erf 21990, 33 10th Street, Kensington, S34 – Additions & Alterations
Case No: HWC25052307RB0613

FOR NOTING

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

RB

13.17 Erf 63714-RE, Corner of Stellenberg Ave and Main Road, Kenilworth, S34 – Minor Works
Case No: HWC25042420RB0704
Mr Ruan Brand introduced the item.

DISCUSSION

- Outstanding information received 3 September 2025.
- Property is graded IIIB with the CoCT calling it a corner/landmark building.
- Outside of any declared HPO but Inside the proposed Kenilworth HPOZ.
- The current windows and doors are a mixture of aluminium and timber which are supposedly rotten.
- Proposal is for the Body Corporate to remove all the exterior windows and doors (45 units and some shared spaces) and to replace these with aluminium.
- This will all be powder coated one of four wooden colours to maintain the established art deco look (as per plans to stamp).
- CoCT HRS support.

DECISION

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

RB

13.18 Erf 1197, 13 Noordwal Wes Road corner of Helderberg Street, Stellenbosch, S34 – Additions & Rezoning
Case No: HWC25080507SB0806
Ms Stephanie Barnardt-Delpont introduced the item.

OUTSTANDING INFORMATION

Municipality comments and previous approved plans is required.

SB

13.19 Erf 2068, 18 Hofmeyr Street, Mossel Bay, S34 – Partial Demolition, Restoration & Alteration
Case No: HWC25081401SB0814
Ms Stephanie Barnardt-Delpont introduced the item.

DISCUSSION

- Proposal: new boundary wall, roof, bathroom, kitchen with pantry-Scullery, lobby entrance and covered patio along with minor internal alteration. The boundary wall will be on the inside of the existing sandstone wall hence the existing wall will remain.
- Work start: According to the form – Yes

- The revised plans with indicated that some doors, counter, sink, ceiling, window, shower have been removed. No external work has been complete which is majority of the work.
- Grade: not graded
- HPO: outside
- Comments: Mossel bay municipality support, Aesthetic & Heritage Advisory Committee approved the plans

DECISION

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

SB

13.20 Erf 10852, 7 Bain Street, Wellington, S34 – Additions & Alterations

Case No: HWC25073106SVB0818

Emily-Jane Vowles introduced the item on behalf of Sofia Briel.

DISCUSSION

- Outstanding information received on 02 September 2025.
- The property is ungraded and within the Special Character Protection Overlay Zone of Wellington.
- Work has started.
- The completed work includes internal alterations to the main structure, while the proposed work is for a bathroom addition to the second dwelling, as well as a new boundary wall with entrance gate and a new pool which is not touching any heritage fabric.
- Drakenstein Municipality do not object to the proposal.
- DHF note that they cannot comment on work that has been started or complete, however they note that they would not have objected to the proposal.

COMMENT

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

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

SVB

13.21 Erf 89961, 12 Harris Road, Kalk Bay, S34 – Alterations

Case No: HWC25080411SVB0821

Emily-Jane Vowles introduced the item on behalf of Sofia Briel.

DISCUSSION

- Outstanding information received on 02 September 2025
- The property is graded IIIC and is within the Muizenberg St James Kalk Bay HPOZ.
- Work has not started.
- The proposal is for the existing asbestos roof to be removed and replaced with corrugated roof sheeting, as well as closing up two internal doors.
- CoCT support the proposal.
- The Kalk Bay an St James Ratepayers & Residents Association and the Kalk Bay Historical Association submitted a joint comment and support the proposal.

DECISION

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

13.22 Erf 97963, 50 Kent Road, Newlands, S34 – Additions & Alterations**Case No:** HWC25081923SVB0820

Emily-Jane Vowles introduced the item on behalf of Sofia Briel.

DISCUSSION

- Outstanding information received on 27 and 28 August.
- The property is graded IIIC and within the Newlands PHA proposed HPOZ.
- Work has not started.
- The proposal is for minor internal alterations, as well as new aluminium windows to replace existing sash windows, new aluminium sliding doors, a new timber screen along the common boundary, as well as a new timber pergola, steel fence and entrance gate.
- CoCT support the proposal.

DECISION

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

SVB

13.23 Farm 7/1033, La Motte, off R45, Franschhoek, Paarl, S38(1) – NID**Case No:** HWC25081504SVB0821

Emily-Jane Vowles introduced the item on behalf of Sofia Briel.

DISCUSSION

- Outstanding information received on 03 September 2025.
- The trigger is S38(1)(c)(i) as the Erf exceeds 5 000 m² in extent.
- The proposal is for construction of a single storey second dwelling on a vacant portion of the site. This portion of the site is in the far eastern corner, while the existing dwelling is in the far western corner of the site.
- The heritage surrounding heritage resources includes the IIIC graded LeManoir De Brendal and Eikehof; the IIIB graded Veepos and the Grade II La Motte. The property falls just outside of the scenic route and scenic route buffer, however it is within the Grade IIIB Historic Franschhoek Landscape Unit.
- The property is largely within a low palaeo-sensitivity area, including the portion proposed for development, however the western corner of the site is within a moderate palaeo-sensitivity area.
- The portion proposed for development has previously been cultivated as it is currently in use as planted pastures.
- The development will be visible from the R45, however, as noted the portion of the R45 adjacent to the site is not a scenic route. The proposed development is also single storey and of moderate scale.
- The consultant notes no anticipated impact on Heritage Resources and that no HIA is required.

DECISION

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

SVB

13.24 Erf 48 & 49, 23 Church Street, McGregor, S27 – Consolidation, Subdivision & Rezoning

Case No: HWC25021011SJ0211

Ms Sneha Jhupsee introduced the item.

DISCUSSION

- Grading: II; HPOZ: No
- BACKGROUND: Erven 48 and 49 are owned by the Dutch Reformed Church (DR Church) of McGregor, a Provincial Heritage Site. Since 1903, only half of the land has been used by the church; the remaining half has stood vacant. In 2010, the church agreed to sell the unused portion to a developer for a proposed private retirement facility. An application was submitted and approved by the Langeberg Municipality to consolidate Erven 48 and 49 into a single erf, then subdivide it into: Erf 1367: the church, gardens, and boundary walls, Erf 1366: the vacant land for 11 retirement units. However, the subdivision was never registered, and the approvals lapsed in 2015. In 2024, a new developer proposed a residential development with the same number of dwellings (11). The overall scale and density remain consistent with the 2010 proposal.
- CONSULTATION
 - Langeberg Municipality: referred to HWC. (4 February 2025)
 - MHS: no objection to subdivision but recommend a NID be submitted for development. (28 January 2025) (A NID was submitted to CN for HOMs 10 February 2025 and an S27 was required to be submitted)
- HOMs 24.02.25: REFERRAL: *The Committee resolved to refer the application to IACom on 10 March 2025 given that the entire site is a PHS and for the IACom Committee to determine if a Section 27 or 38 process must be followed. HOMs Proposed Further Requirement (S27): Support the consolidation and subdivision. Heritage Statement with heritage related design indicators for the development, archaeological assessment related to the Church grounds (unmarked graves), any associational significance, urban design and townscape analysis as well as public consultation.*
- IACom 10.03.25: FURTHER REQUIREMENTS: *The Committee resolved that the proposed development is subject to a S.27 permit application and that this must be accompanied by a heritage statement which addresses the following requirements:*
 1. *The identification and assessment of heritage resources at the site, streetscape and townscape scales;*
 2. *The formulation of heritage indicators which must involve the input of an urban designer with heritage expertise;*
 3. *An archaeological study including social historical component to determine the possibility of human burials;*
 4. *An assessment of heritage impacts including where necessary mitigation measures and recommendations for the future protection of the PHS; and*
 5. *The outcome of public participation.*
- IDENTIFIED RESOURCES
 - Heritage Resource: The Church building, its external toilet block, and boundary structures remain completely intact and unaltered since their construction. They are in excellent condition and remain in active daily use by the community. The church and formal gardens serve as a strong visual anchor to both Voortrekker and Church Streets. The proposed consolidation and subdivision merely formalise a longstanding arrangement and will have no negative impact on the heritage resource.
 - Heritage Context: The immediate context includes 38 surrounding properties, but only 16 are deemed heritage structures. The remaining properties are recent builds, predominantly single residential in form, scale, and character, making them harmonious with the proposed development. Mature vegetation and informal gardens create visual cohesion throughout the area. As the Church continues to dominate the streetscape, the new dwellings will not compromise its heritage presence.
 - Townscape: The development site sits on the edge of McGregor's designated higher-density zone, aligning it with broader town planning intentions. The proposed erven maintain the typical street frontage width of 25m, though their shallower depth of 20m results in slightly smaller total areas. This makes them consistent with the townscape in appearance from the street. The surrounding area is 63% single residential, supporting the development's scale and typology.

- Streetscape: The Church and Long Street frontages are characterised by single residential homes with direct street access, front gardens, and visible entrances. There is an established diversity of architectural styles, encouraging a varied approach in the proposed development using McGregor Vernacular and Karoo Vernacular forms. Most surrounding buildings are single-storey, with masonry finishes and corrugated iron roofs. The proposed homes will reflect these characteristics, ensuring a cohesive streetscape interface.

- **HERITAGE & URBAN DESIGN INDICATORS (Urban Concepts):** The heritage indicators specifically relate to scale, form, grain, and materiality as well as the existing townscape fabric. The design indicators recommend single residential use plots, with small to medium-scale, single-storey buildings in a Contemporary McGregor, Karoo Vernacular, or Cape Revival architectural style. Materiality includes plastered masonry walls in light tones, pitched with gables or flat with parapet corrugated iron roofs, and aluminium or timber windows. The layout design includes a maximum of 4m setbacks, individual driveways, and low, varied boundary treatments (1.2m white wall/dry pack stone wall/wire mesh fence) with integrated planting, ensuring compatibility with the historic streetscape. The development should focus on the street edges, mimicking the urban grain, which allows a higher density near Church and Long Streets, and promoting a fragmented, contextual infill development. A setback between the church and new dwellings, achieved via north-facing gardens, is recommended.
- **ARCHAEOLOGICAL STUDY (focus on Human Burials)** (Jonathan Kaplan, Agency for Cultural Resource Management): No evidence of graves or human burials were encountered on the vacant portion of the site (unregistered Erf 1366). A small number of Middle Stone Age (MSA) resources were recorded on the site and are graded NCW. As a result, there are no archaeological objections to the proposed development. The report recommends that the development may proceed without the need for any further archaeological monitoring.
- **SOCIO-HISTORICAL STUDY (focus on Human Burials)** (Rudewaan Arendse, AFMAS Solutions): The study included interviews with church elders and congregation members, as well as research in multiple archives and the municipal graveyard. It concluded that the land had been intermittently used for agriculture, with no evidence of graves or burials found. The report recommends that the development may proceed.
- **PUBLIC PARTICIPATION PROCESS:** A twofold public participation process was conducted to gather feedback on the proposed consolidation and subdivision of the PHS church land and the related residential development. The first process, led by Umsiza Planning (town planners), involved formal notifications and a public notice in the Langeberg Gazette, with a 30-day commenting period, after which confirmation was received that no formal objections were received for the proposed consolidation and subdivision. The second process, led by the McGregor Heritage Society, involved informal community engagement as well as notices around the site and a notice in the Langeberg Gazette. The residents expressed concerns (mainly about water supply), and it was communicated that objections must be lodged in writing at the Langeberg Municipal Office. As no formal written objections were submitted to the Municipality or MHS, it was concluded that there were no official objections to the application.
 - MHS: The McGregor Heritage Society (MHS) supports the findings of the specialist studies, and the heritage design indicators provided. The MHS are confident that the local authority approval process will ensure these design guidelines are upheld in the architectural design of the proposed dwellings. The MHS has no objection to the consolidation and subdivision of the PHS comprising Erven 48 & 49, McGregor. (05 June 2025)
 - On 7 July 2025, the applicant notified HWC that a misfiled objection dated 11 March 2025 had been found and sent on. The objection was from a resident who expressed objections to the proposed rezoning and development of Erf 1366, citing concerns regarding strain on infrastructure and services, increased traffic and safety risks, loss of neighbourhood character and aesthetics, potential decline in property values, and negative impacts on quality of life. While there's recognition of the need for new housing, objectors argue that the proposed high-density development is out of scale with the area's low-density, walkable environment and urge alternative approaches that preserve the area's unique character. (Filed with Municipality during March consultation process).

- **PROPOSED DE-PROCLAMATION OF SUBDIVIDED PHS (ERF 1366 divided into ERVEN 1368 to 1378):** As part of the Section 27 application, it has been formally requested that the unregistered Erf 1366 be de-proclaimed as part of the existing Provincial Heritage Site (PHS) designation, following subdivision and registration. This request is supported by the McGregor Heritage Society, Langeberg Town Planning, and the future property owner. The reason is to avoid unnecessary heritage constraints on future alterations to non-heritage buildings, which would otherwise require ongoing Section 27 approvals. Given the existing second-tier review system via the McGregor Aesthetics Committee, de-proclamation is seen as appropriate and heritage-compatible, and support from HWC is requested to proceed to SAHRA for final approval.
- **LEGAL ADVICE from HWC LEGAL:** IACom may consider the proposed consolidation, subdivision, and development for approval. The Committee may also recommend the de-proclamation of unregistered Erf 1366 from the Provincial Heritage Site. This de-proclamation will be processed separately through the Inventories, Gradings, and Interpretations Committee (IGIC). As the site is a Provincial Heritage Site, the process does not require SAHRA's involvement.
- **CONCLUSION & RECOMMENDATIONS (as per HS):** All studies concluded that the proposed development poses no negative impact, with no graves, no memory-related associations, and proposed design principles which align with the existing built fabric. The proposed residential development incorporates all recommended heritage design indicators, including appropriate scale, materiality, architectural variation, and setback from the church building. It is therefore recommended that HWC approve the application and provide a supportive comment for the de-proclamation of Erf 1366 upon registration as a separate erf.
- **IACom 09.07.25: FURTHER REQUIREMENTS:** *The Committee resolved to approve the proposed Consolidation, Subdivision, Rezoning and Development subject to drawings being submitted indicating the full developmental proposal. These drawings can be permitted by HOMs.*

DECISION

The Committee resolved to approve the application, as meeting the Further Requirements of IACom issued on 15 July 2025. 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.

RECOMMENDATION

The applicant is advised to contact the relevant IGIC official to confirm the process to amend the PHS boundaries.

SJ

13.25 Erf 13836, Weltevreden Farm, Welgevonden Boulevard, Cloeteville, Stellenbosch, S27 – Additions & Alterations

Case No: HWC25071702SJ0728

Ms Sneha Jhupsee introduced the item.

DISCUSSION

- **NHRA Trigger:** Provincial Heritage Site.
- **Additional Information:** Cape Dutch farm werf with a distinctive trapezoidal layout, retaining historic and landscape elements despite losing its agricultural function, and holds high architectural, aesthetic, historical, and contextual significance.
- Windeed supplied.
- The work has not started.
- Graded II and not in an HPOZ.
- Proposal is for additions & alterations to multiple structures on the farm to create new guest suites and accommodation. Wine cellar will include minor internal alterations to existing kitchen & bathroom as well as an extension at rear of building for new reception area and alterations to existing afdak. Jonkershuis will receive conversion of restaurant to guest suites via internal alterations with drywalling and conversion of windows to doors. River Cottage, previously

Waenhuis, will be converted to new guest suites with internal alterations with drywalling and conversion of windows to doors, as well as a new paved stoep with pergola at rear. Hatchery, previously garage & staff quarters, will also receive internal alterations with drywalling and new doors & windows with the envelope remaining unchanged.

- Consultation: extension in footprint on 27 thus consultation required.
 - Stellenbosch Municipality: support.
 - SIG: support.
 - SHF: support.
- Outstanding information received on 03 September 2025.

DECISION

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

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

SJ

13.26 Farm 168, Creche, Die Werf, Wupperthal, S31 – Deviation

Case No: HWC25080716SJ0811

Ms Sneha Jhupsee introduced the item.

DISCUSSION

- NHRA Trigger: Heritage Area
- Additional Information: Due to the initial permit's conditions requiring "the appointment of a suitably qualified architect with heritage experience monitor the proposed work and a close-out report must be submitted to HWC within 30 days of practical completion of the work", a consultant with the same level of expertise must be appointed to monitor the work.
- The work has started.
- The application is for the continuation of a new creche structure within a Heritage Area. The previous permit holder (JWH, GFA) has withdrawn from the project. The previous permit was issued on 03 June 2024.
- A monitoring letter and CV for Mr. Layne Stedan Botes has been provided.
- Consultation: N/A
- Outstanding information received on 02 September 2025.

DECISION

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

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

SJ

13.27 Erven 2415, 2416, 2418 and 2419, 92, 98, 102 St. Georges Mall, Cape Town, S34 – Minor Works

Case No: HWC25082801SJ0820

Ms Sneha Jhupsee introduced the item.

DISCUSSION

- NHRA Trigger: Structure older than 60 years old.
- Additional Information: Protea Assurance Building onto St. Georges Mall. Does not trigger NID.
- The work has not started.
- Graded IIIA and inside Central City HPOZ.

- Proposal is for the retail section on the street facing facade onto St. Georges Mall. The proposal intends to align all the recessed shopfronts into a straight and uniform facade.
- Consultation: N/A MW
- Outstanding information received on 01 September 2025.

DECISION

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

SJ

13.28 Erf 171, 8 Hans Strijdom Avenue, Cape Town, S34 – Additions & Alterations

Case No: HWC25081103SJ0822

Ms Sneha Jhupsee introduced the item.

Jarred Pincus and Dale Rosser were present and took part in the discussion.

DISCUSSION

- NHRA Trigger: Structure older than 60 years old.
- Additional Information: Forms part of a cluster of mid-20th century commercial buildings following the land reclamation and development of the foreshore. Forms part of a coherent grouping of Modernist buildings along intersection at Fountain Square.
- The work has not started.
- Graded IIIC and outside HPOZ.
- Proposal is for a deviation to the previous approval. The new proposal will retain the original approval and add infill on the 12th storey to create a new floor of penthouse accommodation units between existing roof level infrastructure.
- Consultation:
 - CoCT EHM: support
 - CIBRA: support.

DECISION

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

SJ

13.29 Erf 7779, Kronendal Farmstead, 140 Main Road, Hout Bay, S27 – Minor Works

Case No: HWC25082502SJ0825

OUTSTANDING INFORMATION

SG Diagram; Locality Map; Colour plans; Annotated streetscape photographs; Motivation.

SJ

13.30 Erf 131816, 347 Lower Klipfontein Road, Athlone, S34 – Additions & Alterations

Case No: HWC25040715XM0701

OUTSTANDING INFORMATION

POP reflecting the correct amount required.

XM

13.31 Erf 171135, 37 Walmer Road, Woodstock, S34 – Additions & Alterations

Case No: HWC25060412XM0703

Ms Xola Mlwandle introduced the item.

DISCUSSION

- Outstanding information received 21 August 2025.
- The application was held over from 8 September 2025.
- The proposal was held over pending investigation of the age of the boundary wall and response to objections received. The proposal is for additional off-street parking and a carriage-way crossing.
- Work has not started
- Graded IIIC, located within the HPO
- CoCT supports and notes that the proposal for additional off-street parking and a carriage-way crossing is considered acceptable on condition that no further structures further disrupt the visual connection between the building and street. The loss of boundary wall planting should be mitigated by means of further greening landscaping where possible. E&HM is supportive of the amended proposal as resulting in an acceptable impact on the building and context.
- WAAB comment: This project is NOT APPROVED for the following conditions:
- 1. 37 Walmer Rd (property in question) & 39 Walmer Road are a matching pair of buildings, with near identical boundary wall treatments While both have been altered over time to include off street parking, these works have been completed as a pair, which is limited in the upper portion of Walmer Road. 2. The property has a pre-existing single carriageway crossing & vehicular access. By adding a second vehicular access point, this will remove the bulk of any front garden area and greening of the street elevation. 3. By adding a second carriageway crossing, this removes an already small amount of parking in the street available to the public.
- Applicant response: In order to appease the City we have since removed the pergola from the plan and elevations and as previous documents sent to you, Heritage and Environment are in support because we removed the pergola. Off street parking is preferable in today's modern world of crime. We do propose to keep the existing columns of the boundary wall and have a portion of planting (shown on plan in front of parking bay) for some greenery.
- WRA has no further comments

DECISION

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

XM

13.32 Erf 50698, 3 Lynwood Road, Claremont, S34 – Additions & Alterations

Case No: HWC25062404XM0625

Ms Xola Mlwandle introduced the item.

DISCUSSION

- Outstanding information received 27 August 2025
- The proposal is for additions and alterations. Due to the current condition of the house, urgent maintenance and repair work is required as well as additional habitable space. The existing building is older than 60 years and is not conservation worthy and outside any HPOZ. The proposed work will not have any negative impact on any heritage significance of the building, site or area.
- Work has not started
- Ungraded, CoCT graded NCW.
- CoCT supports.
- GLCA offers objection, noted that the proposed "Lean to Roof" clashes significantly with the current Hip and Valley roof on the existing building - and present on all buildings in the immediate vicinity. The addition with the lean-to roof will fundamentally change the character of the building. The GLCA recommends that the designs be revisited and a roofing style congruent with the existing structure is used.

DECISION

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

XM

13.33 Erf 6 of Portion Erf 1, 2 Kohler Street, Montagu, S34 – Minor Works

Case No: HWC25012001XM0210

Ms Xola Mlwandle introduced the item.

DISCUSSION

- Outstanding information received 21 August 2025.
- The application was held over from 8 September 2025.
- HOMs requested clarity with regards to the current scope of works as there is an inconsistency between the plans and the report. Clarity regarding the recommendations on page 5 of the report is also required.
- The application is for minor works including basic maintenance of leaking roofs, replacement of clay tiles, installation of new gutters and waterproofing, repairing water damaged ceilings and walls, retaining timber flooring, refurbishing doors and windows and the replacement of non-compliant steel escape staircase.
- Work has not started
- The school is currently not graded the consultant propose grade IIIB.
- Consultant notes The area is exclusively single-dwelling houses, many from the 1960s onwards, with recent modern houses. There is no noticeable heritage or sensitive context, although the extensive mature trees along many roads provide a sense of place and shade. assessment of the school is that the building's design has intrinsic architectural qualities and value, suggesting that interventions must be carefully considered to retain and reinforce these values.
- Consultant recommendations: provided an outline of how to handle period-specific items and recommend that this be incorporated into the Quantity Surveyor scope of works and included in
- the Contractor's building agreement. The listed repairs and new maintenance processes are required to ensure that the school complex will be useable and fit for purpose for the next 10 years.
- Maintaining specific components, especially roofs, guttering, and joinery, will require annual or bi-annual cycles to increase these items' lifespans dramatically. The proposed work will be positive for the school's functional requirements and maintain the heritage significance. Specific joinery and timber components have to be replaced as they have deteriorated, and in-situ repairs are no longer possible.
- This refers primarily to the timber roof barge boards. We, however, do not recommend fixing Nutec cover boards to these. In addition, we recommend that timber flooring (even if covered) always be repaired and retained, preferably with no covering.

DECISION

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

XM

13.34 Erf 771, 12 Pleasant Place, Pinelands, S34 – Additions & Alterations

Case No: HWC25062302XM0624

Ms Xola Mlwandle introduced the item.

DISCUSSION

- Outstanding information received 26 August 2025.
- The application was held over from 8 September 2025.
- The proposal is for additions and alterations to extend the previously extended upstairs bedroom and replace all the windows with aluminium frames. Graded IIIC, Inside the HPO
- CoCT comment: The addition will be in keeping with the existing house. No trees need to be removed. While the replacement of the timber windows with aluminium frames are not encouraged, in this instance where the original windows sizes and configuration are retained, it will be acceptable. The original design will remain legible. E&HM has no objection to the proposed work. There will be no impact on the significance of a heritage resource or its context- Support
- PRRA- have no objection to the proposed renovations, stamped plan

DECISION

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

XM

13.35 Erf 979, 15 Virginia Avenue, Vredehoek, S34 – Deviation

Case No: HWC25062301XM0630

Ms Xola Mlwandle introduced the item.

DISCUSSION

- Outstanding information received 27 August 2025. The application is for alterations and additions to the existing property. This project is a resubmission of a property that was previously approved in May 2021. Heritage Permit Case Number: 21062508KB0629E.
- Changes to the previous application drawings include the following items:
- Adding 2x additional TSRW Roof Windows to the North and South sides of the Master Suite. Increasing the timber deck area to rear of the property. Formatting the pool layout to make it smaller. Small running edits required by the City BDM & LUM departments. Works that have been actioned on the property are portions of the timber deck to the rear of the property. No other construction works have been actioned to the property or dwelling.
- The proposal for the project sees works being concentrated to rear of the site for works to the ground storey and to the confines of the building footprint for
- the first storey while the general arrangement of main building internal spaces and out buildings remains intact, the property has seen some work over the years. Most of the earlier building work has been concentrated to the rear of the property allowing the heritage of the street façade to remain intact and in good shape.
- All effort will be made to retain any restoration / renovation works that are in good shape, of sound design and in keeping with good taste. The rejuvenated street façade of the existing building is to be retained in current form and protected.
- Works to ground storey are focused to the rear of the building, and to the rear of the property. Ablution facilities are to be made larger in the form of a single family bathroom, that extends and enlarges the existing bathroom. A smaller bathroom is to be created for a guest suite and a separate laundry is to be added adjacent this
- bathroom. All above works fall under existing roof envelope for minimal impact to the existing building. The rear courtyard is to be modernized and formalized allowing for entertaining and family living. With the introduction of a pool and entertainment area containing cooking facilities and a lounging space, the rear courtyard is tied together with a timber decking, seating and level changes

to create interesting spacial use while allowing easy circulation. Works are contained at a single storey level so as not to impact on neighbouring properties.

- Additional ground storey works involve the introduction of a staircase up to a proposed first storey. This does impact an existing study area and bedroom.
- The staircase will control access to the revamped study, allowing access off the landing level and therefore forcing a floor level change to this room. This has a positive effect on the room making it more private. The existing bedroom will lose 1170mm in width, this given over to the new staircase. The room width is sacrificed as the existing room width is substantial and by positioning the staircase as proposed, allows for the original passageway to the center of the house to be retained for easy circulation.
- First Floor work sees the creation of a master suite within the original roof envelope on all sides. Extensive use of roof light & roof light windows that follow the line of the existing roof ensure that the overall envelope of the original house is not altered. Where possible, the original roof tiles are to be retained and reused to ensure a tiled roof scape is maintained. Views from inside the space are focused on Devils Peak and Table Mountain, with limited views of Lions Head where possible. Effort has been made to screen the view onto the neighbouring erven and focusing on long-distance high-level views only. The new loft addition is to be a modern internalized extension, having little effect to the external and surrounds of the existing house. The structure itself will be of a lightweight construction in an effort to manage any loading on the existing structure, and minimizing this impact as best possible. While the new works is a juxtaposition of modern verses heritage, the aim is to complete the project as sensitively as possible while marrying the new and the old. Effort will be taken in making the project a desirable building within the neighbourhood and a positive example of good architecture. Work has not started.
- Graded IIIB outside HPO
- CIBRA supports

DECISION

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

XM

13.36 Erf 248, 37 Bergvliet Road, Bergvliet, S34 – Additions & Alterations

Case No: HWC2505270XM0731

Ms Xola Mlwandle introduced the item.

DISCUSSION

- Outstanding information received 01 September 2025.
- The existing two bedrooms are to be converted into a shop for the sales and manufacture of arts and crafts supplies, wool, crochet hooks, knitting needles and other haberdashery items. Parking bays for 3 cars are to be created for the shop. A fence is to be added to the front garden to define the customer parking. A ramp is to be created at the front entrance. The existing house is to be extended by adding a family room, guest WC, study and en-suite bedroom to the rear of the property. A new garden storage shed is to be added to the front garden. The existing domestic staff quarters are to remain.
- Work has not started.
- CoCT comment The resource has not yet been graded on the City's Grading Inventory. Significances are relatively low. The proposal will not have a negative impact on any associated levels of significance of the resource.

DECISION

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

XM

13.37 Erf 1571, 13 Leeuwnoet Road, Tamboerskloof, S34 – Additions & Alterations

Case No: HWC25052610XM0610

Ms Xola Mlwandle introduced the item.

DISCUSSION

- Outstanding info received 28 August 2025.
- The proposal is add a carport addition and braai room addition on the south side of the property .
- Applications for permanent departures relating to street building line are required in respect of the proposed additions and alterations.
- Work has been completed.
- Graded IIIC
- Inside HPO
- CoCT supports
- CIBRA no support due to work already completed
- Applicant response: The alterations have a low impact on the original and approved building alterations and have minimal effect on the significance of the building.

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

13.38 Erf 24271, 7 Concordia Street, Paarl, S34 – Minor Works

Case No: HWC25082001XM0821

Ms Xola Mlwandle introduced the item.

DISCUSSION

- Application was held over from last HOMs 1 September 2025. The application alterations and extensions to an existing mixed-use office building. Key works include reconfiguration of internal spaces (offices, boardrooms, staff pause area, kitchen, and cold store), construction of new covered porches, and minor demolitions of internal walls and openings. New fenestration will be introduced (aluminium windows, skylights, doors), with certain existing windows and doors reused or bricked up. A new braai facility, paved outdoor areas, and roof upgrades (insulated chromadek roof with Nutec fascia) are planned. Circulation is improved through a new staircase and accessible 1:12 ramp with compliant balustrades. The proposal aims to modernize the facility while accommodating compliance upgrades and improved functionality of spaces.
- Work has not started
- The property is currently ungraded
- Falls within the Paarl Special Character Protected Overlay Zone.
- Drakenstein Municipality has no objection.
- The DHF has no objection to the redevelopment of the site. The front façade of the house to remain as is. However, object to the removal of the indigenous tree (looks like wild olive) in the site entrance area, as shown on pages 4 (east elevation) and 13 (streetscape) of the photo sheet document, but which are not indicated anywhere on the plans.
- The Paarl 300 supported.

DECISION

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

XM

14. NEW MATTERS

- 14.1 Erf 11839, 1 Dirkie Uys Street, Hermanus Primary School, Hermanus, S34 – Minor Works**
Case No: HWC25082833CH0829

OUTSTANDING INFORMATION:

Streetscape photographs, internal photographs, title deed required

CH

- 14.2 Erf 129 9 Pringle Street Oudtshoorn, S34 – Additions & Alterations**
Case No: HWC25081904CH0827

OUTSTANDING INFORMATION:

Streetscape photographs, internal photographs, title deed required.

CH

- 14.3 Erf 1400, 8 Argonauta Avenue, Cottage 9 Hotagterklip, Struisbaai, S27 – Restoration**
Case No: HWC25082837CH0828

Ms Chane Herman introduced the item.

Paul Boshoff was present and took part in the discussion.

DISCUSSION

- Graded PHS
- Proposal is to stylistically restore the cottage no.9 that was damaged by a fire in 2023.
- Work has not started.
- Agulhas Municipality did not comment within 30 days.
- AHS support subject to the work not changing, impacting or damaging the value of the cottage or its surrounds and that the cottage be restored to its original condition.
- WCC supports.

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 the suitably qualified architect with heritage experience, Mr. Paul Boshoff from Urban Concept Architect
2. A close-out report compiled by Mr. Paul Boshoff must be submitted to HWC within 30 days of practical completion.

CH

- 14.4 Erf 15898, R304, Koelenhof, Stellenbosch, S38(4) – NID**

Case No: HWC25071722CH0825

Ms Chane Herman introduced the item.

DISCUSSION

- NID trigger - S38(1)(a)
- Proposal is to raise the height of the existing street boundary wall by 1m along the R304, Koelenhof at the rear of the Mount Simon Estate Development. The residential development is approximately 15 years old.
- Work has not started.
- There are no anticipated impacts on heritage resource.

COMMENT

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

CH

14.5 Erf 7277, 67 Ryneveld Street, Stellenbosch, S34 – Additions & Alterations

Case No: HWC25082501CH0825

Ms Chane Herman introduced the item.

DISCUSSION

- Suggested grade IIIC inside the historic core of Stellenbosch. Previous HWC permit states NCW. The heritage report notes that the Stellenbosch Heritage Foundation website identifies the structure as a previous National Monument [SAHRIS ID No. 9/2/084/0172] however no gazette notice could be found on SAHRIS.
- Proposal is for internal alterations to incorporate three guest suites, demolition of the garden outbuilding and the construction of a double storey structure to accommodate off street parking.
- Work has not started.
- Stellenbosch Municipality did not comment within 30 days.
- SIG supports.
- SHF did not comment within 30 days.
- Previous permit was issued on 22 February 2022 for A&A (22012507RB0126E).
- The current submission is a re-application for the previously approved work.

DECISION

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

CH

14.6 Erf 942, 11 Cabriere Street, Franschhoek, S34 – Additions & Alterations

Case No: HWC25081903CH0825

CASE SUMMARY

- Not Graded
- outside HPO. Applicant recommends NCW.
- Proposal is for internal alterations, extension of the balcony and a new wooden shading structure.
- Work has not started.
- Stellenbosch Municipality supports.
- SHF did not comment within 30 days.
- FHRA agrees with the heritage practitioner's assessment of the structure, the proposed grading and have indicated support for the application.

FOR NOTING

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

CH

14.7 Farm 1114, Belphotan Farm, Franschhoek, S38(8) – NID

Case No: 26016CH0828

Ms Chane Herman introduced the item.

DISCUSSION

- NID trigger: S38(8)(1)(3)(a) - site larger than 5000sqm
- Proposal is for the development of residential dwellings, a small dam and vineyards. The proposed development includes a Manor house, Second dwelling, Manager house, Farm store, Lake, Landscaping and Bulk services (water, electricity, sewer, roads).
- The site is not graded and falls within a grade II cultural landscape.

- There was a previous HIA prepared (by Chris Snelling) for the site in 2009 - the previous development however did not proceed.
- Identified heritage resources according to the NID submission:
 - The proposed development is located within 500m of a scenic route (Excelsior Road). Impacts are not deemed to be significant due to the set back of the development and the placement of vineyards which separates the scenic route from the proposed development.
 - Impacts to palaeontology is low.
 - It is unlikely that significant archaeological heritage will be impacted by the proposed development
 - Visual impacts are limited to potential indirect visual impacts to the Franschhoek Cul-de-Sac (Grade II). The submission noted that visual impacts will not be significant if the proposed layout, as per the SDP, is adhered to, and that the existing tree avenues and gate posts are retained.
- Heritage consultant recommends NFS

FINAL COMMENT:

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

CH

14.8 Erf 1051, 28 Voortrekker Street, Porterville, S34 – Minor Works
Case No: HWC25072803CSI0829

CASE SUMMARY

- Work applied for has not started
- Not Graded
- Outside HPO
- Proposed work is for internal alterations to allow for the reconfiguration of the space

FOR NOTING

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

CSI

14.9 Erf 1069, Cliff Street, De Kelders, S38(8) – NID
Case No: CSI0827

OUTSTANDING INFORMATION:

Application form, PoP, title deed required.

CSI

14.10 Erf 128 Unit 5C, Quendon Road, Sea Point, S34 – Additions & Alterations
Case No: CSI0828

OUTSTANDING INFORMATION:

POP with correct reference number, all photos, and locality map required.

CSI

14.11 Erf 1689, 17 Clovelly Avenue, Vredehoek, S34 – Additions & Alterations

Case No: HWC25082830CSI0829

OUTSTANDING INFORMATION:

Streetscape photos required.

CSI

14.12 Erf 39569, c/o Van der Stel Street and Donkervliet Street, Paarl, S38(4) – NID

Case No: 25983CSI0825

Ms Chiara Singh introduced the item.

DISCUSSION

- Trigger: S38(1)(c) Any development or activity that will change the character of a site
- Proposed development: A new factory and office space larger than 5000m². As stated by applicant, "The application was previously approved by Drakenstein but the plans lapsed, the purpose of this application is to gain plan approval for occupation. Application did not need an NID Approval previously, but as per Drakenstein's request it was sent to Waseefa and she said it is a change in the character of the site." The applicant has further clarified in an email response that the work was not undertaken illegally as a NID application was not required previously.
- Current land-use/zoning: Business
- Built environment: No impacts to historical structures
- Visual: The surrounding land-use is industrial in nature, no visual impacts.
- Archaeology: No known archaeological resources are present
- Palaeo: sensitivity is moderate on the SAHRIS palaeo map

DECISION

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

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

CSI

14.13 Erf 4117, 13 Van Oudtshoorn Street, Swellendam, S34 – Additions & Alterations

Case No: HWC25082838CSI0829

OUTSTANDING INFORMATION:

Streetscape photos required.

CSI

14.14 Erf 428 8 Waterkant Street, Velddrif, S34 – Total Demolition

Case No: HWC25082819CSI0828

OUTSTANDING INFORMATION:

Streetscape and internal photos, locality map, comments required.

CSI

14.15 Erf 14847, 34 Sacks Circle, Bellville, S38(4) – NID

Case No: HWC25081406EJV0829

Emily Jane Vowles introduced the item.

DISCUSSION

- Ungraded
- Outside HPO
- Work has not started
- The proposal is to demolish the existing warehouse buildings (not older than 60 years) for replacement by a new warehouse building. The warehouse is located in an industrial area of Bellville South and the initial buildings were constructed in 1968. Heritage resources within the area include the Sarepta Mission Church, cemetery and pastorie; however, these are located on the other side of the Kuils River Freeway and will not be impacted by the proposal. The SAHRIS Palaeo-Map indicates moderate sensitivity, but there are existing structures on site and the industrial nature of the surrounds indicate that the site has been previously disturbed.
- Consultant recommends no further studies

COMMENT

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

EJV

14.16 Erf 957, St. George's Anglican Church, 10 Main Street, Knysna, S27 – Partial Demolition; Additions & Alterations

Case No: HWC25060315EJV0825

OUTSTANDING INFORMATION:

Proof of payment and full set of plans required.

EJV

14.17 Erven 38, 33 Van Breda Street, Agulhas, S34 – Total Demolition

Case No: HWC25082839EJV0829

Emily Jane Vowles introduced the item.

Emmerentia De Kock, Jeremy Mann, Patrick Pietersen and Paul Boshoff were present and took part in the discussion.

DISCUSSION

- Graded IIIB
- Outside HPO
- Work has not started
- Previous application HWC23030809RG0308 for the partial demolition and alterations to the Agulhas Historic Van Breda House was approved by HOMs in October 2023. The demolition of the structures on Erven 37 and 39 were approved under the previous permit.
- The current proposal is to demolish the entirety of the structure inclusive of the portion on Erf 38 and the unauthorised extensions across the three erven. The demolition is motivated for in a structural engineer's report that notes that there are several severe structural issues including significant cracks in both the interior and exterior walls, foundation deficiencies, weathering of the sandstone, and an overall deterioration in key structural elements, especially around the stoep area. The engineer concludes that given the extent of structural distress, the required repairs would likely surpass the cost of reconstructing the building to meet current standards.
- The historic house will be rebuilt as a contemporary facsimile of the 1929 original on erf 38 while erven 37 and 39 will be freed-up for future development subject to a setback line (as per previous HWC approval) in order to safeguard the prominence of the heritage resource, ensuring that the reconstructed house remains visually and spatially dominant within the streetscape. The current

structure has been scanned and a digital model created to allow for future reference and archival purposes.

- Extensive public participation was followed with both strong support and strong non-support which was collated and summarised by the AHS. AHS states the following: 1. The Van Breda House is considered to have cultural and historical significance. It was the first house built in L'Agulhas almost one hundred years ago. It also has a unique position, namely the Southern Most location in L'Agulhas. 2. Because of its said significance, the original structure and building of the house should be preserved as best as is possible. As a result, it is recommended that the developers should be requested to obtain a second opinion by an independent structural engineer. This should be regarding the condition of the existing building and the feasibility of retaining the present construction, even if only a portion can be preserved. The reference to construction does not refer to the present roof construction. This is accepted to be in such a state of disrepair that it will have to be rebuilt with new material. 3. In the case where the second opinion concludes that it is not feasible to retain the original construction or a substantial portion of it, the developers should be requested to display and preserve portions of the original construction which show the methods and material used in the original building. 4. The proposals by the developers to preserve the unique location and character of the house and to rebuild the house to its original size and very similar to its original style and facade is recognized and commended. The Municipality wholly support the application. WCC have no comment on the application.
- In response to the AHS comment, the applicant states that they agree that the Van Breda House has cultural and historical significance which is why the house has been conserved as an NFT and will then be rebuilt as per the proposal. They are willing to get a second opinion with regards to the structural concerns subject to an independent engineer being recommended by HWC and notifying the current engineer and professional governing body. They commit to re-using the timber flooring and salvageable doors in the new construction, and intend to make the 3D scan of the structure available to the public for posterity's sake. All parties were invited to today's meeting and the CV and appointment letter of Paul Boshoff has been provided.

FURTHER REQUIREMENTS

The Committee resolved to request the following further requirements:

1. The structural engineer's report is to be supplemented by a secondary, independent report undertaken by a structural engineer with heritage experience.
2. A Heritage Statement must be provided detailing the extent of the heritage fabric remaining, potential for repurposing or retention thereof, and where repurposing/retention is possible, for this to be reflected on a revised set of plans.
3. The report and heritage statement must be circulated to I&APs for a 14-day commenting period before being resubmitted to HWC. Any objections received must be responded to by the applicant in a written document.

EJV

14.18 Farms 1256; 101 Portion 19, Honing Klip, Vredenburg, S38(8) – NID

Case No: 25973EJV0824

Emily Jane Vowles introduced the item.

DISCUSSION

- Ungraded
- Outside HPO
- Work has not started
- Triggers s38(1)(c)(i) and NEMA.
- Previous application 16080403AS0810E for the original mine was approved in 2016.
- The proposal is to extend the mining right in two areas: Extension Area 1 has an extent of 68.9009 hectares and Extension Area 2 has an extent of 72.6772 hectares. The Mining Areas will be divided into blocks. Two blocks at a time will be mined. One block will be mined for sand to be

used for making concrete bricks and blocks and the other block will provide sand to building contractors to be used for various construction and development projects in the area. Mining will be concurrent with rehabilitation. In terms of archaeology, a survey of the site in 2016 showed ephemeral scatters of both LSA and historical artefacts in the north-western part of the site. A brief follow up survey was carried out; however, visibility was poorer than before and no artefacts of any sort were seen. The finds of the 2016 survey were not considered significant enough to warrant any further work and this position is maintained here. In terms of palaeontology, the site lies in an area of low palaeontological sensitivity according to the SAHRIS Palaeo-Map and the only fossils likely to occur would be land snails from the sand. These are of no significance. Very high sensitivity deposits underlie the superficial sands to the southwest of the site but this has been deliberately avoided.

- Consultant recommends no further studies.

FINAL COMMENT

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

EJV

14.19 Farm 61 Portion 3, Oliphants Kraal, Velddrif, S38(8) – NID

Case No: HWC25082004EJV0824 / 25974EJV0824

Emily Jane Vowles introduced the item.

DISCUSSION

- Ungraded
- Outside HPO
- Work has not started
- Triggers s38(1)(c)(i) and NEMA.
- The proposal is to initiate silica sand mining on the site and the necessary ancillary infrastructure. The site has been utilised for agriculture since the early 2000s. The map of relative archaeological and cultural heritage theme sensitivity screener indicates low sensitivity. The map of relative palaeontology theme sensitivity screener indicates low sensitivity.
- Consultant recommends no further studies.

FINAL COMMENT

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

EJV

14.20 Farm 139-RE, Zandhoogte and Sorgfontein Roads, Groot Brak River, S38(8) – NID

Case No: EJV0827

OUTSTANDING INFORMATION:

Outstanding payment with HWC reference number required.

EJV

14.21 Erf 3659, MediClinic, 21 Hof Street, Gardens, S34 – Additions & Alterations

Case No: HWC25071706SJ0829

Ms Sneha Jhupsee introduced the item.

DISCUSSION

- NHRA Trigger: Structure older than 60 years old.
- Additional Information: R5000 paid.

- The work has been completed.
- Graded IIIA and inside Upper Table Valley HPOZ.
- Unauthorised work undertaken to the sessional rooms building at the south east end of the Mediclinic complex comprised of internal demolitions and few external additions and alterations.
- Consultation:
 - CoCT EHM: support.
 - CIBRA: support.

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.

SJ

14.22 Erf 1415, 36 Yeoville Road, Vredehoek, S34 – Alterations

Case No: HWC25070202SVB0827

OUTSTANDING INFORMATION:

Streetscape images required.

SVB

14.23 Erf 16501-RE, 311 Suidwal Road, Stellenbosch, S34 – Minor Works

Case No: HWC25082835SVB0829

OUTSTANDING INFORMATION:

Power of attorney, title deed, SG Diagram, Company or trust resolution (where applicable), and coloured up plans required.

SVB

14.24 Erf 1694, 3 York Road, Green Point, S34 – Minor Works

Case No: HWC25082825SVB0829

OUTSTANDING INFORMATION:

Power of attorney, Title deed, Company/trust resolution (where applicable), locality map, and internal, external and streetscape images required.

SVB

14.25 Erf 28, 1 Bree Street, McGregor, S34 – Additions

Case No: HWC25081901SVB0825

Emily-Jane Vowles introduced the item on behalf of Sofia Briel.

DISCUSSION

- The property is ungraded. However, it is a proposed grade II in the unapproved Langeberg Heritage Survey.
- The property is also within the proposed McGregor Heritage Area.
- Work has not started.
- The proposal is for a new outside shower addition to the main dwelling as well as minor alterations to an existing bathroom. The proposed alterations to the second dwelling involve replacement of three internal doors and two external doors. A new packed stone boundary wall along Bree and Darling Street, has already been constructed in place of a modern timber fence, however no heritage fabric was altered in the process.
- Langeberg Municipality support the proposal.
- McGregor Heritage Society support the proposal.

DECISION

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

SVB

14.26 Erf 2875, 162 Buitengracht Street, BoKaap, S34 – Alterations
Case No: HWC25082007SVB0825

OUTSTANDING INFORMATION:

Local authority comment, conservation body comment and proof of payment required.

SVB

14.27 Erf 44180, Cnr. Main Street & Gymnasium Street, Paarl, S27 – Minor Works
Case No: HWC25082834SVB0829

OUTSTANDING INFORMATION:

Internal images required.

SVB

14.28 Erf 6735, 11 Albert Street, Wellington, S34 – Alterations
Case No: HWC25080807SVB0827
Emily-Jane Vowles introduced the item on behalf of Sofia Briel.

DISCUSSION

- Outstanding information received on 03 September 2025.
- The property is ungraded and within the Wellington Central Special Character Protected Area.
- Work is complete.
- The application is for approval of as-built plans, and regularization of unauthorized alterations to the building carried out at some point since 1983. The applicant cannot provide conclusive evidence that the work was carried out prior to the NHRA coming into effect.
- The completed work is for alterations to doors and windows, new internal dry wall to create an en-suite and a new braai area.
- Drakenstein Municipality did not respond within 30-days.
- Drakenstein Heritage Foundation note that had they received the application before work started, they would not have objected to the proposal.

COMMENT

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

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

SVB

14.29 Erf 1125, Section 37, 1 London Road, Sea Point, S34 – Minor Works
Case No: HWC25082814XM0829
Ms Xola Mlwandle introduced the item.

DISCUSSION

- The proposal is for additions and alteration to the apartment unit, to create a more open plan living and kitchen area, to add another bathroom.
- Work has not started.
- Graded IIIB

- Outside HPO

DECISION

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

XM

14.30 Erf 2757, Devil's Peak Estate, 13 Saddle Road, Cape Town, S34 – Additions & Alterations
Case No: HWC25082104XM0825

OUTSTANDING INFORMATION:

SG Diagram, Tittle deed, Locality Map, Annotated Internal, Streetscape photographs and Consultation comments: Local municipality and Conservation bodies required.

XM

14.31 Erf 280, 3 Fir Road, Sea Point, S34 – Additions & Alterations
Case No: XM0825

OUTSTANDING INFORMATION:

Both owners to sign application form/POA, POP , Annotated Streetscape photographs
Consultation comments: Conservation bodies in the area required.

XM

14.32 Erf 29510, 27 Mount Clare, Sybrand Park, S34 – Additions & Alterations
Case No: HWC25042416XM0827

FOR NOTING

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

XM

14.33 Erf 82, 22 Flower Street, Oranjezicht, S34 – Additions & Alterations
Case No: XM0825

OUTSTANDING INFORMATION:

POP with HWC allocated reference Number, Company/Trust Resolution
Consultation comments: Conservation bodies in the area required.

XM

14.34 Erf 904, 7 Strathcona Road, Oranjezicht, S34 – Additions & Alterations
Case No: HWC25082504XM0826

OUTSTANDING INFORMATION:

SG Diagram, Tittle deed, Consultation comments: Local municipality and Conservation bodies required.

XM

14.35 Erf 96866, 4 Ross Road, Rondebosch, S34 – Additions & Alterations

Case No: HWC25082828XM0829

FOR NOTING

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

XM

14.36 Erf 21279, Berg River Business Park, Borsenberg Street, Paarl, S34 – Minor Works

Case No: HWC25032409RB1115

Mr Ruan Brand introduced the item.

CASE SUMMARY

- Application was submitted on 15 November 2024.
- Applicant has provided proof of this, but admin cannot find proof that it was submitted.
- RB has been dealing with the applicant since Feb 2025 to try and resolve the matter.
- Work has been completed and it is just regularisation of internal refitting for four shops, three of which are in buildings older than 60 years, all on the same erf.
- Structures are not graded but can be considered NCW.
- Outside of any HPO.

FOR NOTING

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

The ASD in consultation with the relevant specialist staff resolved to issue a S51 letter as the proposed work did not negatively impact the heritage resource.

RB

15. Other Matters

16. Adoption of Resolutions and Decisions:

EJV moves to adopt and XM seconds the adoption of resolutions and decisions of the meeting of 8 September 2025.

17. Closure: The chairperson, Mr Ruan Brand officially closed the meeting at 12H02

18. Date of next meeting: Monday, 15 September 2025

MINUTES APPROVED AND SIGNED BY:

CHAIR: _____

SECRETARY: _____

APPROVED

Annexure A – HWC: Heritage Officers' Meetings

Abbreviations

APHP - Association of Professional Heritage Practitioners	ASAPA - Association of Southern African Professional Archaeologists
AHP - Agulhas Heritage Society	ABHC - Associated Bibles Hoek Conservancy (Knysna)
BKCA - Bo-Kaap Civic Association	BELCOM - Built Environment and Landscapes Committee
BKYM - Bo-Kaap Youth Movement	CBCRA - Camps Bay Clifton Ratepayers Association
CIBRA - City Bowl Ratepayers & Residents Association	CSDBOA - Clifton-On-Sea & District Bungalow Owners Association
CoCT - City of Cape Town	CTHF - Cape Town Heritage Foundation
CTHT - Cape Town Heritage Trust	CRRRA - Constantia Ratepayers & Residents Associations
CRM - Cultural Resources Management	CMP - Conservation Management Plan
DRHCA - De Rust Heritage Conservation Association	DWCA - De Waterkant Civic Association
Docomomo South Africa	DHF - Drakenstein of Heritage Foundation
DHS - Durbanville Heritage Society	EMPr - Environmental Management Program
EHM - Environmental Heritage Management department	FHRA - Franschhoek Heritage and Ratepayer Association
FoBCA - Friends of Blaauwberg Conservation Area	FoCVGB - Friends of Constantia Valley Green Belts
FE - Friends of Elim	GBRM - Great Brak River Museum
GLCA - Greater Lynfræ Civic Association	GVHAG - Greater Vredehoek Heritage Action Group
GPRRA - Green Point Ratepayers & Residents Association	GCS - Greyton Conservation Society
HVA - Harfield Village Association	HRF - Helderberg Renaissance Foundation
HMB - Heritage Mossel Bay	HOMs - Heritage Officers Meeting
HVTA - Hex Valley Tourism Association	HPO - Heritage protects overlay.
HBRRA - Hout Bay & Ratepayers and Residents Association	
HIA - Heritage Impact Assessment	HWC - Heritage Western Cape
ILASA - Institute for Landscape Architecture in South Africa	IACom - Impact Assessment Committee
KBHA - Kalk Bay Historical Association	IGIC - Inventories, Gradings and Interpretations Committee
KBSJRR - Kalk bay-St James Ratepayers & Residents Association	KHS - Kommetjie Heritage Society
LKID - Lower Kenilworth Improvement District	MGHS - McGregor Heritage Society
MHCS - Muizenberg Historical Conservation Society	NHC - Napier Heritage & Conservation
NCW - Not Conservation Worthly	NASDB - Nelspoort Agency of Sustainable Development body
NEMA - National Environmental Management Act (No. 107 of 1998)	NHRA - National Heritage Resources Act (No. 25) of 1999
NID - Notification of Intent to Develop	NRA - Newlands Residents Association
NCOA - Noetzie Conservancy Owners Association	OCA - Observatory Civic Association
OH - Oudtshoorn Heritage	OHAC - Overstrand Heritage and Aesthetics Committee
Paarl300 Foundation	PPP - Public Participation Process
PRRA - Pinelands Ratepayers & Residents Association	PHCT - Pniel Heritage and Cultural Trust
PACF - Prince Albert Cultural Foundation	RMCA - Rosebank and Mowbray Planning & Architectural Committee
SAHRA - South African Heritage Resources Agency	SAHRIS - South African Heritage Resources Information System
SRHS - Salt River Heritage Society	SPFA - Sea Point for All Group
SFB - Sea Point, Fresnaye & Bantry Bay Ratepayers & Residents Association	
SvDSF - Simon van der Stel Foundation Cape Town	
STHS - Simon's Town Historical Society	SHC - Stanford Conservation Trust & Stanford Heritage Committee
SHF - Stellenbosch Heritage Foundation	SIG - Stellenbosch Interest Group
SHCT - Stillbaai Heritage Conservation Trust	SHA - Swellendam Heritage Association
GHT - George Heritage Trust	OWVS - Old Wynberg Village Society
RVRA - Rustenburg Valley Residents Association	TVHF - Tulbagh Valley Heritage Foundation
TRHCS - Touws River Heritage and Conservation Society	UCRRA - Upper Claremont and Residents and Ratepayers Association
VASSA - Vernacular Architecture Society of South Africa	WERRA - Walmer Estate Ratepayers and Residents Association
WUECAG - Walmer/University Estate Conservation Action Group	Ward 2 Forum
WCAC - West Coast Aboriginal Council	WCC - Whale Coast Conservation
WAAC - Woodstock Aesthetic Advisory Committee	WRA - Woodstock Residents Association
WHCS - Worcester Heritage & Conservation Society	WECA - Wynberg East Civic Association
WRRRA - Wynberg Residents and Ratepayers Association	