



9 am to 4 pm Mondays to Fridays

TO ALL MEMBERS OF THE PLANNING & ENVIRONMENT COMMITTEE

Cllr A Smith (Chairman)	Cllr S Gallant	Cllr D Savage
Cllr S Bird (Vice Chairman)	Cllr M Jepson	Cllr S Wiles
Cllr S Bennett	Cllr M Morris	Cllr K Williams

You are hereby summoned to attend a meeting of the **PLANNING & ENVIRONMENT COMMITTEE** to be held at the **Town Hall, Felixstowe** on **Wednesday 25 September 2019** at **9.15 am** for the transaction of the following business:

A G E N D A

1. Public Question Time

Up to 15 minutes is set aside to allow members of the public (up to one minute each) to make representations or put questions to the Committee on any relevant matters.

Members of the public wishing to comment on a specific planning application may be invited to do so, at the direction of the Chairman, immediately prior to consideration of the application.

2. Apologies for Absence

To receive any apologies for absence.

3. Declarations of Interest

To receive any declarations of interest and to consider requests for dispensations from Members on matters in which they have a disclosable pecuniary interest.

4. Confirmation of Minutes

To confirm the Minutes of the Planning & Environment Committee meeting held on 11 September 2019 as a true record. **(Pages 4-6)**

5. Planning Applications

To consider the following planning, and other, applications received since the previous agenda:

- a) **DC/19/3342/FUL** | Proposed infill development consisting of 4No. one-bedroom flats and 3 No. two-bedroom flats (7 No. flats in total) over four floors, inclusive of rooms in the roof. Resubmission following withdrawal of application DC/19/1762/FUL. Conversion of launderette to extend existing house of multiple occupation to create three additional en suite bedrooms on the ground floor and relocate the kitchen to the upper ground floor with new lower TV room created.
Number 6, 8 And 10 Manning Road
Applicants name: Mr E Ottley [Link to Documents](#)
- b) **DC/19/3433/FUL** | Change of Use to Provide 5 No Dwellings
Abbeyfield House Sheltered Housing 53 Orwell Road
Applicant: Mr A Fairburn [Link to Documents](#)
- c) **DC/19/3419/FUL** | Demolition of existing single storey rear projection and erection of new single storey extension. Insertion of first floor rear window to let light into 1st floor hallway
81 Gainsborough Road
Applicant: Mr & Mrs Robey [Link to Documents](#)
- d) **DC/19/3473/FUL** | Proposed front extension
6 Langdale Close
Applicant: Mr & Mrs Robertson [Link to Documents](#)
- e) **DC/19/3303/FUL** | Remove flat roof to rear two storey projection and change to pitched roof
95 Garrison Lane
Applicant: Mr A Wolton [Link to Documents](#)
- f) **DC/19/3513/FUL** | Replacement roof to front utility area
154 Colneis Road
Applicant: Mr & Mrs D White [Link to Documents](#)
- g) **DC/19/3252/FUL** | To erect a 6ft by 6ft wooden Summer house in the garden of Harvest House, which is in Conservation Area
Harvest House Cobbold Road
Applicant: Mr J Gumbridge [Link to Documents](#)
- h) **DC/19/3549/TCA** | Silver Birch to the rear of the property, poorly pruned in the past - proposed to reduce the tree by 30% and shape.
4 College Green
Applicant: Mrs K Flower [Link to Documents](#)

6. Planning Decisions

To note the decisions received from East Suffolk Council since the date of the previous agenda and up until the date of this agenda. **(Pages7-8)**

7. Suffolk Coastal Local Plan

To consider an action arising from the Local Plan hearing session on Matter 3 – Area Specific Strategies in respect of Internal Vehicular Access as part of the Felixstowe Garden Neighbourhood. **(Pages 9-11)**

8. Correspondence

To note any items of correspondence.

9. Closure

To close proceedings and confirm the date of the next meeting scheduled for Wednesday 9 October 2019 at 9.15am, Felixstowe Town Hall.



Ash Tadjrishi
Town Clerk
18 September 2019

For information (via email): All Town Councillors
 Local Press
 Felixstowe Chamber of Trade & Commerce

Meetings of the Town Council and its Committees are open to the press and public who are welcome to attend

AGENDA ITEM 5: CONFIRMATION OF MINUTES

MINUTES of the **PLANNING & ENVIRONMENT COMMITTEE** meeting held at Felixstowe Town Hall on **Wednesday 11 September 2019** at **9.15am**.

PRESENT: Cllr A Smith (Chairman) Cllr M Jepson
Cllr S Bird (Vice Chairman) Cllr M Morris
Cllr S Bennett (*to item 182*) Cllr D Savage
Cllr S Gallant Cllr K William

OFFICERS: Mr A Tadjrishi (Town Clerk)
Mrs S Morrison (Planning Administration Assistant)

IN ATTENDANCE: Cllr M Deacon
Mr P Brown, Head of Construction, EJ Taylor

177. PUBLIC QUESTIONS

There were none.

178. APOLOGIES FOR ABSENCE

Apologies for absence were received from **Cllr S Wiles**.

Cllr M Jepson gave apologies in advance of needing to leave the meeting at 10.15 to attend other business.

179. DECLARATIONS OF INTEREST

Member(s)	Minute No.	Nature of Interest
Cllr S Bird Cllr S Gallant Cllr M Jepson	All	Local Non-Pecuniary (as Members of East Suffolk Council)
Cllr S Bird	All	Local Non-Pecuniary (as a Member of Suffolk County Council)

As no Pecuniary declarations were made, there were no requests for dispensation.

180. CONFIRMATION OF MINUTES

It was **RESOLVED** that the **Minutes of the Planning & Environment Committee Meeting held on 28 August 2019** be signed by the Chairman as a true record.

181. PLANNING APPLICATIONS

Committee considered the following planning applications received since the last meeting and **RESOLVED** to submit the following observations to East Suffolk Council:

a	DC/19/3295/FUL Side & front extensions, new cladding, new facade, new canopies, relocation of doors and screens Felixstowe Snooker Club 21 Sea Road
Committee recommended APPROVAL.	

b	DC/19/3158/FUL with DC/19/3159/LBC Listed Building Consent - We plan to host weddings/civil ceremonies and also the wedding breakfast/after parties. This will be using three communal/shared rooms within Harvest House. No changes will be made to extend or alter the building in anyway. Harvest House 1 Cobbold Road
Having considered all relevant matters of concern, including those relating to car parking, Committee recommended APPROVAL.	

c	DC/19/3366/FUL To remove roof to two storey side extension and replace with pitched roof. 22 Lansdowne Road
Committee recommended APPROVAL.	

At this point in proceedings, 10.15am, Cllr M Jepson left the meeting.

182. PLANNING DECISIONS

RESOLVED that the decisions received from East Suffolk Council since the date of the previous agenda and up until the date of the agenda for this meeting be noted.

183. CORRESPONDENCE

Committee noted the following correspondence received:

- i. Proposed Footpath Closure at Ferry Road, Felixstowe**
The Clerk brought Committee's attention to correspondence received between Mr P Brown, Head of Construction for EJ Taylor and SCC Highways in relation to the contractor's request to temporarily close and relocate the footpath crossing the Ferry Road development site whilst

services were installed. At the direction of the Chairman Mr Brown updated the Committee confirming that they would be able to provide an alternative route for the footpath to the northern end of the site. However, it was known that SCC Highways were not satisfied by the alternative route proposed. Mr Brown advised that he expected to be able to reopen the footpath around March 2020.

Members agreed that due to the phasing of the works and the need to protect public safety during construction in the vicinity of the existing footpath, its temporary closure and relocation should be supported. The Clerk was asked to write to SCC Highways in support of the proposal, with the expectation that the contractor ensure the alternative route be accessible for all users.

ii. Examination of the Suffolk Coastal Local Plan

Cllr S Bird updated Committee following his attendance on behalf of the Town Council at the 3 September Suffolk Coastal Local Plan hearing. Cllr S Bennett reported that he had also attended as an observer. Following a discussion, the Clerk advised that East Suffolk Council's Planning Policy Officer had indicated that they would be seeking further views from Committee on matters relating to vehicular access in the proposed North Felixstowe Garden Neighbourhood policy.

Committee noted the update.

184. CLOSURE

The meeting was closed at 10.58am. The date of the next meeting was noted as being Wednesday 25 September 2019, 9.15am at Felixstowe Town Hall.

AGENDA ITEM 6: PLANNING DECISIONS

Approved by ESC (and recommended for Approval by this Committee):

DC/19/0581/FUL | Application for full planning permission for demolition/removal of existing structures (carwash, HGV wash and prefabricated cafe) and the erection of Greggs bakery and Enhanced HGV parking with associated car parking, cycle parking, new jet wash, landscaping and associated works including new egress from the site onto Trinity Avenue.

Felixstowe Dock Service Area Anzani Avenue

DC/19/2743/FUL | The Felixstowe Dock and Railway Company is a Port Authority and the proposal will take place on Operational Land within its Limits of Jurisdiction. The proposal will comprise the removal of part of the existing pavement and the construction of a new building that will accommodate office space, employee welfare facilities and the Port of Felixstowe operations centre. This new facility will replace various buildings within the port estate some of which are beyond their design life. The proposal also incorporate new access arrangements, parking for cars, cycles and motorbikes, electric vehicle charging points, turning space, site landscaping, site drainage, sub-station and the installation of an energy centre.

Land North Of Dyke Road

DC/19/3100/FUL | Proposed alterations and rear extension.

51 Langley Avenue

DC/19/2864/FUL | Extension to flats previously approved under C01/1507. Works on the approved conversion commenced in part in 2002 and the remainder in 2010. Works have been checked through building control. Works have not commenced on these new proposals.

117 High Road West

DC/19/1524/FUL | Proposed part two storey/part first floor side extension

6 Gleneagles Close

DC/19/2762/FUL | Proposed detached double garage to rear of property.

83 Seaton Road

DC/19/2990/FUL | Erection of infill side extension.

4 Windermere Road

DC/19/2829/COU | Change of use from a B1 business use to a Residential Flat

49 Wadgate Road

DC/19/2691/FUL | Conversion of offices to residential

104 Hamilton Road

DC/19/2510/FUL | Proposed Extensions to Existing garage and external works including swimming pool, pool house, steps & landscaping

Soundings Golf Road

**DC/19/3037/FUL | Proposed Single Storey Side Extension
1A Maybush Lane**

Refused (and recommended for Refusal by this Committee):

**DC/19/1820/FUL | Proposed New Bungalow
Land Adjacent 53 Wentworth Drive**

**DC/19/2783/FUL | Construction of a single storey dwelling
40 King Street**

Approved (and recommended for Refusal by this Committee):

None

Refused (and recommended for Approval by this Committee):

**DC/19/2993/FUL | Formation of flat roof dormer to facilitate room in the roof
conversion together with associated elevation alterations
47 Ranelagh Road**

Withdrawn

**DC/19/2522/FUL | Vehicular hardstanding and dropped kerb access
76 Coronation Drive**

AGENDA ITEM 7: SUFFOLK COASTAL LOCAL PLAN

Following consideration of the representations made by the Planning & Environment Committee to the Suffolk Coastal Local Plan hearings, ESC's Principal Planner has contacted the Town Council in respect of the representation on the policy relating to North Felixstowe Garden Neighbourhood.

The policy, as written in the Final Draft Local Plan reads:

Policy SCLP12.3: North Felixstowe Garden Neighbourhood

Approximately 143ha of land is identified for a Garden Neighbourhood to the north of Felixstowe and Trimley St Mary, as shown on the Policies Map, for a comprehensive leisure led development comprising leisure, green infrastructure, community facilities and employment land alongside residential development comprising a mix of housing types, sizes and tenures in a design which creates a dementia friendly environment. This new development will be delivered through a master plan approach brought forward through landowner collaboration and community engagement.

Critical to the success of this development will be the integration of the new Garden Neighbourhood with the existing community of Felixstowe and surrounding area, as well as taking into account the location of the site adjacent to the Suffolk Coast and Heaths AONB and its setting.

The Master Plan should be informed by community engagement and include:

- a) A new leisure centre in a location which is easily accessible for the existing community;*
- b) Provision of 630 primary school spaces and early years provision;*
- c) Protection of the Grove Woodland and Eastward Ho recreational areas along with appropriate green infrastructure provision to provide accessible natural green space and retention and enhancement of the natural features on the site such as trees, woodland and hedgerows to be incorporated into the layout of the development;*
- d) Appropriate open space provision for both informal and formal recreational opportunities through retained space, re-provision, enhancement or new provision.*
- e) Public rights of way on the site should be preserved and enhanced, and opportunities sought to maintain and provide access to the countryside;*
- f) Project level Habitats Regulations Assessment will be required, and requirements for Suitable Alternative Natural Greenspace to be provided;*
- g) Biodiversity networks and habitats to be preserved and enhanced, including measures to enhance biodiversity within housing areas;*
- h) Setting of Listed Buildings in proximity to the site to be preserved;*
- i) Proportionate archaeological assessment;*
- j) A site-specific Flood Risk Assessment;*
- k) Evidence is required to demonstrate there is adequate Water Recycling Centre capacity or that capacity can be made available;*

- l) Community Hub comprising a variety of services and facilities* to be created in accessible locations;*
- m) Provision of new vehicular access points off Candlet Road and/or improvements to existing accesses supported by further access for pedestrian and cycle traffic in other locations;*
- n) Design and layout that supports inclusive use and a dementia friendly environment;*
- o) Consideration of the existing water mains and sewers in Anglian Water's ownership which influence the design of the Garden Neighbourhood following the principles of Holistic Water Management*
- p) Employment land for high quality non-port related small business units;*
- q) Retirement dwellings comprising care home extra care / sheltered dwellings; and*
- r) Up to 2,000 dwellings (including 560 with outline planning permission, as shown on the Policies Map), providing a mix of dwelling types, sizes and tenures including housing to meet the specialised housing needs of older, younger and vulnerable people and self-build plots, and provision of affordable housing.*

The necessary off-site infrastructure requirements, including health provision and police facilities will be required through developer contributions and water recycling upgrades undertaken by Anglian Water through the Asset Management Plan.

Any necessary off-site transport improvements will need to be provided to the satisfaction of Suffolk County Council and where appropriate Highways England, informed by a Transport Assessment.

** for the purposes of this policy services and facilities could include convenience store, shops, meeting places, education facilities, care facilities and medical facilities*

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In advance of the hearings agenda, the Inspector asked: (3.5) *Would the Policy be effective in achieving the comprehensive development of the allocated area and integrating the development with the existing community of Felixstowe?* Our written representation to this question was:

Internal vehicular access

FTC refers to our comment on the final draft on this matter. We take the view that Policy SCLP 12.3, its supporting text and indicative mapping fail to address the issue of the Garden Neighbourhood having the necessary good internal vehicular accesses so that it can function as a coherent whole and develop as a recognisable community in its own right. We believe therefore that the concept, while admirable in many other respects, cannot be considered sound in regard to this issue. We therefore request the Inspector to propose a Main Modification requiring that good internal vehicular access across and linking each of the developed areas (including the land previously referred to as land north of Conway Close allocated for development in Policy FPP5 of the FAAP), be required as the Master Plan is further refined and detailed.

This could logically be inserted as a new criterion following criterion (m), worded thus:

“n) Good internal vehicular access across and linking each of the developed areas such that the new Neighbourhood can function as a coherent whole and develop as a recognisable community in its own right.”

Since the hearing, ESC’s Principal Planner has advised that ESC do not think that the wording proposed in the Town Council’s hearing statement is appropriate – mainly because of the physical and environmental barriers present on the site of the Garden Neighbourhood. Consequently, they have drafted some text which they believe reflects the discussions as well as providing an effective and justified policy criteria that ensures flexibility as part of the master planning process, and detailed design stages. This suggested wording can be found within the report at **Appendix A**.

ESC’s Principal Planner has advised that it would be helpful to have some revised wording from the Committee by the 25th September which the Policy Team will then need to consider. He has also outlined that there is likely to be a further period of consultation on any modifications to the plan as the Inspector is required to consult on any modifications he feels necessary. This will be a 6-week period of consultation and therefore the Town Council and local community will be able to engage further on the issues that arise from the hearing sessions.

Committee is requested to consider the revised wording for the Policy SCLP12.3: North Felixstowe Garden Neighbourhood as outlined in Appendix A and make any recommendations to East Suffolk Council as it deems necessary.