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9 am to 4 pm Mondays to Fridays



TOWN HALL
FELIXSTOWE
SUFFOLK
IP11 2AG

TO ALL MEMBERS OF THE PLANNING & ENVIRONMENT COMMITTEE

Cllr S Bird (Chairman)

Cllr A Smith (Vice Chairman)

Cllr S Bennett

Cllr S Gallant

Cllr M Jepson

Cllr M Morris

Cllr D Savage

Cllr S Wiles

Cllr K Williams

You are hereby summoned to attend a meeting of the **PLANNING & ENVIRONMENT COMMITTEE** to be held at **TOWN HALL, FELIXSTOWE**, on **Wednesday 7 July 2021** at **9.15am**.

Public Attendance

Meetings of the Town Council and its Committees are open to the press and public who are welcome to attend. Members of the public are invited to make representations or put questions to the Committee during the public session.

Due to Covid restrictions there may be a limit to the number of public that can attend in person. If you wish to attend in person, please email townclerk@felixstowe.gov.uk to confirm capacity.

Public are very welcome join via Zoom using the following link:

<https://us02web.zoom.us/j/82892513980>

Alternatively, you may join via the meeting ID 828 9251 3980 or over the telephone by calling 0131 460 1196.

Ash Tadjrishi
Town Clerk
30 June 2021

For information (via email):

All Town Councillors

Local Press

Felixstowe Chamber of Trade & Commerce

Council has a duty to pay due regard to preventing crime and disorder and to conserve biodiversity in its decision-making and Members are reminded to consider the Council's commitment to climate action.

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 three minutes 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 23rd June 2021 as a true record. **(Pages 4-9)**

5. **Planning Applications**

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

- a. **DC/21/0478/FUL** | Part demolition, alteration and change of use of nursing home to provide 6no. apartments, together with 3no. new build houses.

St Marys Nursing Home Undercliff Road East

Applicant: Mr J Jayarajan

[Link to Documents](#)

- b. **DC/21/2811/FUL** | Proposed single and two storey rear extension

81 Garrison Lane

Applicant: Miss C. Crossley

[Link to Documents](#)

- c. **DC/21/2916/FUL** | Two storey rear extension, single storey side extension to south elevation, garage conversion and side extension to north elevation, erection of front elevation porch and installation of new window to first floor south elevation with obscure glazing to 1.7m height.

9 Conway Close

Applicant: Mr J Ollington

[Link to Documents](#)

- d. **DC/21/2792/FUL** | Single storey rear extension

Chesterley House Golf Road

Applicant: Mr S Day

[Link to Documents](#)

- e. **DC/21/2816/FUL** | Extension of front for entrance porch. Extension on rear for kitchen/ family area and utility. Alterations throughout existing bungalow and provide toilet in rear of garage. Provide hardi-plank cladding to extensions and 'k' render to whole of remainder of bungalow. Enlarge parking area

62 Rosemary Avenue

Applicant: Mr C Bore

[Link to Documents](#)

- f. **DC/21/2662/FUL** | Side extension, which is also linked to the existing outbuilding.

196 Grange Road

Applicant: Mr T Kayembe

[Link to Documents](#)

- g. **DC/21/2608/FUL** | Construction of a porch over the front door

64 Orwell Road

Applicant: Mr D Abbott

[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. **(Page 10-12)**

7. **Correspondence**

To note any items of correspondence.

8. **Closure**

To close proceedings and confirm the date of the meeting as scheduled for Wednesday 21st July 2021 at 9.15am.

AGENDA ITEM 4: CONFIRMATION OF MINUTES

MINUTES of a **PLANNING & ENVIRONMENT COMMITTEE MEETING** held at **BROADWAY HOUSE, ORWELL ROAD**, on **Wednesday 23 June 2021** at **9.15am**

PRESENT: Cllr S Bird (Chairman)
Cllr S Bennett
Cllr S Gallant (*up to and including item 25b*)
Cllr M Morris
Cllr D Savage
Cllr K Williams (*up to and including item 25b*)

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

IN ATTENDANCE: 4 Members of the public (in person)
11 members of the public (via Zoom)
Cllr S Wiles (via Zoom)
Cllr M Deacon (via Zoom)

20. PUBLIC QUESTION TIME

The Chairman advised that he would invite members of the public to make their representations immediately prior to the application being considered.

21. APOLOGIES FOR ABSENCE

Apologies for absence were received from **Cllrs A Smith, Cllr M Jepson, and Cllrs S Wiles** due to other business.

Cllr S Gallant and **Cllr K Williams** gave apologies in advance of needing to leave the meeting at 11.45am to attend to other business.

22. DECLARATIONS OF INTEREST

Member(s)	Minute No.	Nature of Interest
Cllr S Bird Cllr M Jepson Cllr S Gallant	All	Local Non-Pecuniary (as Members of East Suffolk Council)
Cllr S Bird	All	Local Non-Pecuniary (as a Member of Suffolk County Council)
Cllr M Morris	25(l)	Pecuniary Interest (as the applicant)

In declaring that the interest was pecuniary in nature, Cllr M Morris, advised that she would leave the meeting prior to and during the consideration of this item.

23. CONFIRMATION OF MINUTES

It was **RESOLVED** that the Minutes of the Planning & Environment Committee meeting held on 5 May 2021 be confirmed as a true record.

24. RECOMMENDATIONS MADE TO EAST SUFFOLK COUNCIL UNDER DELEGATED AUTHORITY

Committee **NOTED** the record of recommendations made to the East Suffolk Council under delegated authority to the Town Clerk in accordance with Minute #17 of 2021/22.

25. PLANNING APPLICATIONS

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

At the direction of the Chairman, Committee heard representations from members of the public and Cllr M Deacon on the following application. A wide range of objections about the proposal were heard, referencing many issues experienced from the development of the adjacent site at Laureate Fields, the consultation process and concerns about the timing of development, density and height of housing, impact on service infrastructure and highways.

A	DC/21/2710/OUT Outline Planning Permission With Some Matters Reserved - to create up to 150 new homes, associated infrastructure and open space. Land North Of Conway Close And Swallow Close
Committee recommended REFUSAL. In particular, Committee had concerns about another development commencing whilst development is still ongoing at laureate fields; the foul water and surface drainage capacity and the consequential impact on highways from developing 150 homes on this site. Committee was also concerned that the indicative site illustrations only shows approximately half the homes that are being proposed under this outline approval.	

At the direction of the Chairman, Committee heard representations from members of the public, Cllr M Deacon and Cllr S Wiles, citing the historic and community value of the White Horse Public House as well as concerns about the impact of a convenience store on residential amenity in this location, the Grade 2* listed church opposite and other nearby shops.

B	DC/21/2318/FUL Demolition of the White Horse Public House (Use Suis Generis) and the erection of a convenience store (Use E) on the ground
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floor and four apartments (Use C3) on the first floor, and the erection of two bungalows (Use C3) with associated parking and landscaping.

The White Horse 33 Church Road

Felixstowe Town Council recommends REFUSAL of this application.

We object to the proposals in the strongest terms.

Firstly, we would request consideration is given to declaring the premises of the White Horse as a Non-Designated Heritage Asset. This should include both the main public house building and all of the outbuildings.

We believe that the structures meet 3 of the 4 criteria set out in Section 4 and Appendix 1 of the Historic Environment Supplementary Planning Document (adopted 2021) and summarised at SCLP Paragraph 11.37.

Under "Architectural Interest", it demonstrates aesthetic value because of its intrinsic local style and local characteristic, and it exhibits a positive external appearance. It was designed by well-known architect, Thomas Cotman, who was responsible for several important buildings in Felixstowe. Lastly, it contributes to the local scene as a landmark feature.

Under "Artistic Interest", the building has value as a good quality example of the iconic Arts and Crafts style. Under "Historic Interest", it has social and communal value. We recognise that it is part of the local identity (and has been for more than a century) and facilitates social interaction.

We have concluded that the application is contrary to SCLP Policy 8.1. The application fails to comply with any of the three conditions for change of use of a non-registered asset. There is quite demonstrably still a need for the public house as a community facility. Over 200 objections from residents have been submitted. A common theme within these is that the community emphatically value the facility, the only such establishment in that area.

Next, the applicant has failed to provide evidence of 12 months marketing, and we question the assertion that the business is no longer viable. We feel that the public house could be run profitably with different and more imaginative management techniques. Lastly, the Committee have decided that the proposed alternative use of the site for a convenience store does not meet the criterion of an equivalent or better facility, given that there is another convenience store in close proximity.

Regarding the proposed convenience store with four apartments and two bungalows, we consider that the scheme is contrary to several policies. SCLP 4.8 states that new retail facilities at out-of-town centre sites will only be permitted if it does not impact on neighbouring uses

in terms of traffic, parking and amenity issues. The Town Council considers that the amount of vehicle movements associated with the retail store and overflow parking in residential roads due to the inadequate provision of only 12 car spaces for the shop, will have an adverse impact in the vicinity. We do not recognise the applicant's claim that an estimated increase of two-way vehicle trips from 93 to 726 per day represents a minor increase.

The siting of a convenience store in a largely residential and quiet road will negatively affect the amenity of the residents. We further argue that the introduction of a convenience store at this particular location will result in unacceptable impacts on the established convenience store nearby and for other local independent retail outlets.

The Town Council has determined that the proposed building is contrary to SCLP Policy 11.1, specifically paragraph (b) as it fails to demonstrate an understanding of the built and historic environment, most especially the effect on the Grade 2* listed Church opposite. Additionally, we believe the proposal contravenes paragraph (c)i due to the scale and character in relation to its surroundings; (c)iii due to the height and massing in relation to the surroundings, and (c)iv failing to establish a clear relationship between the building and the wider street scene.

It is also contrary to SCLP Policy 11.2. para. (e) - the resulting physical relationship with other properties.

We have reached these conclusions in assessing the potential impact of a utilitarian and architecturally uninteresting building, 21m by 16.5m in size, in an area of traditional and architecturally appealing residential buildings.

Finally, the provision of only five car parking spaces (four plus one visitor space) for the proposed four 2-bedroom apartments does not meet the standards of the Suffolk County Council Advisory Parking Guidance.

Due to the number of items on the agenda, Committee agreed to extend the meeting time beyond 2 hours.

At this point, being 11.45am, Cllrs S Gallant and K Williams left to attend other business.

At the direction of the Chairman, item L below was moved to the next item.

Cllr M Morris left the meeting in accordance with her Pecuniary Interest declaration.

L	<p>DC/21/2808/TCA Rear garden 1 x Holly -Reduce and shape by up to 30%, to reduce shading on neighbour's garden. 1 x Apple - Remove as branches will interfere with neighbour's new fence. To be replaced by two evergreen shrubs. 1 x unknown: Remove, near a pond and there are 2 other trees nearby on either side, and it is too close to the fence to enable maintenance work.</p> <p>79 Ranelagh Road</p>
<p>Committee had NO OBJECTION to the work proposed subject to the guidance of the East Suffolk Council's Arboricultural Officer</p>	

Cllr M Morris returned.

C	<p>DC/21/2594/FUL Change of use of first floor to residential including new windows at first floor and new entrance door at ground floor. No changes to shop front</p> <p>24 Orwell Road</p>
<p>Committee recommended APPROVAL.</p>	

D	<p>DC/21/2481/FUL Single storey side extension to rear of property. New Dormer Window to roof of house fronting Quilter Road. New flat roof dormer to rear of house to form Ensuite Shower Room</p> <p>50 Quilter Road</p>
<p>The Committee recommended APPROVAL. In particular, Committee carefully considered the effect of a dormer window on the front elevation given that the property is within the Felixstowe Conservation Area.</p>	

E	<p>DC/21/2643/FUL Change of Use from Home Office (C3) to a small Barber Shop (A1), and will be operated by applicant as a sole practitioner.</p> <p>10 Reedland Way</p>
<p>Committee recommended APPROVAL. We note that the applicant has requested the wrong use class (A1) where this should be class E under the latest Use Class regulations. Given the other permissible uses within Class E we would ask that it be conditioned to use as a barber shop only.</p>	

F	<p>DC/21/2152/FUL We have recently had a garden room built where we were advised by the builders of the size we could have without needing planning permission. We have since discovered that as one corner of the building (it is at an angle to the house) sits a small way in front of the original front wall of the house that we are in breach of planning.</p> <p>99 Colneis Road</p>
<p>Committee recommended APPROVAL.</p>	

G	DC/21/2711/FUL Single storey rear extension, brick plinth cladding upper section 23 Rogers Close
Committee recommended APPROVAL.	

H	DC/21/2588/FUL Change of use from a commercial therapy room back to residential. 106 Garrison Lane
Committee recommended APPROVAL.	

I	DC/21/2573/ROC Removal of Condition(s) 15 on Planning Permission DC/20/4735/FUL - New Dwelling Condition Number(s): 15 Condition(s) Removal: Clearance works completed ; report appended n/a The Light House Golf Road
Committee recommended APPROVAL.	

J	DC/21/2701/FUL Provision of new replacement accessible beach access ramp over sea defence wall. Martello Ramp (adjacent New Cafe) Corner Sea Road Orford Road
Committee recommended APPROVAL.	

K	DC/21/2609/FUL Replace the existing White P.v.c.u. Tilt/Turn window in the bedroom with White P.v.c.u. casement type frames. There will be no Colour or, Material change just design in casement handing. The existing window has openers operating inwards, the proposed has the openers operating outwards. Flat 22 Undercliffe Wolsey Gardens
Committee recommended APPROVAL.	

26. CORRESPONDENCE

None.

27. CLOSURE

The meeting was closed at 12.32pm. It was noted that the next meeting was scheduled to take place on Wednesday 7th July at 9.15am.

AGENDA ITEM 6: PLANNING DECISIONS

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

DC/21/2111/FUL Change of use of salon and flat over to one dwelling with rear extension 47 Orwell Road
DC/21/1977/FUL Replace all windows in white UPVC. Render whole of house above plinth level. Change roof finish to garden room area to red flat tile 18 Seaton Road Walton
DC/21/1440/PN3 Prior Notification - Change of Use to Residential 5-7 Crescent Road
DC/21/1859/FUL To extend bedroom to rear of property 54 Grange Road
DC/21/1175/FUL Single storey rear extension 5 Windermere Road
DC/21/0808/FUL Temporary change of use for one year to allow adjacent businesses use of public open space temporarily whilst ESC seeks further application for planning and ground works. The land will be used for tables and chairs for the consumption of food & drink outside. Land East Of Bent Hill Undercliff Road West
DC/21/1149/FUL Previous Lawful development application deemed the extension needed planning permission. The extension is for a rear extension which joins the existing garage 14 Quintons Lane
DC/21/1383/FUL New dormer windows, front balcony, tree removal and fabric alterations 15 Montague Road
DC/21/1195/FUL Proposed first floor side extension 117 Cliff Road
DC/21/1146/FUL Installation of 10 Aluminium Anodised K-Fold windows Fish Dish 69-71 Undercliff Road West
DC/21/1040/FUL Proposed two storey & single storey rear extension 81 Cobbold Road
DC/21/0523/FUL Proposed Erection of a single storey warehouse following demolition of the existing hall and garage 246 High Street Walton
DC/21/1289/FUL Rear Extension: single storey: amended application. Cladding of east elevations Old Felixstowe House Marsh Lane
DC/21/1119/FUL Retrospective Application - Erection of a single-storey garden house, to the rear of the property and at the bottom right hand corner of the garden. Roof trusses were made too big by the supplier, the builders went ahead without checking which has meant that the full building height is three meters instead of 2.5 24 Exeter Road

<p>DC/21/0046/FUL Demolition of the existing single and two storey rear extensions and rear external staircase, and construction of a new single storey and two storey extensions and external stair to provide artist studio space ancillary to the art gallery space at ground floor and enlarged ancillary living accommodation at first floor level. Hamilton Cottage Bent Hill</p>
<p>DC/21/2236/FUL Proposed loft conversion to single storey detached dwelling 24 Cliff Road</p>
<p>DC/21/1663/FUL To demolish out-building and workshop/shed. Erect single storey extension to rear of property 14 Berners Road</p>
<p>DC/21/1803/FUL Demolition of existing detached garage and erection of proposed attached garage and provision of a 1st Floor ensuite with a dormer window 91 Garrison Lane</p>
<p>DC/21/0712/FUL Loft extension with a rear dormer window. New high level windows with juliet balconies. Internal alterations. Changes to external elevation materials. The Lodge South Hill</p>
<p>DC/21/0759/FUL First Floor Side Extension over Garage 230 Ferry Road</p>
<p>DC/21/0811/ADI Illuminated Advertisement Consent - New single illuminated 48-sheet digital advertisement display Palace Bingo Hamilton Road</p>
<p>DC/21/0741/FUL Two Storey extension to side over existing garage 18 Cliff Road</p>
<p>DC/21/0144/FUL Single storey pitched and flat roof extension to rear of house. Existing flat roofed garage extended to front. 14 Brook Lane</p>
<p>DC/21/0766/FUL Single storey extension to the rear of the existing dwelling 64 Constable Road</p>
<p>DC/21/0585/FUL Ground Floor - Internal changes First Floor - Internal changes Loft Space - Conversion of loft space into habitable rooms. 23-25 Margaret Street</p>
<p>DC/21/1146/FUL Installation of 10 Aluminium Anodised K-Fold windows Fish Dish 69-71 Undercliff Road West</p>
<p>DC/21/1903/TCA 1 No. Poplar tree to the far left of the rear garden to be re-pollarded the finished height of the pollard will be 10'-15'. 1 No. Sycamore tree to be re-pollarded. 1 No. Pear tree to be reduced by 30% and shaped. 1 No Elder shrub to be reduced by 30-50% 69 Bath Road</p>

Refused (and recommended for Refusal by this Committee):

None

Approved (and recommended for Refusal by this Committee):

DC/21/0541/FUL | Hybrid Application - Full Application for the construction of 45 apartments and maisonettes and 16 houses in buildings ranging in height from 2 to 3 storeys, conversion of retained assembly hall to provide 250m2 community space, 16 residential car parking spaces, 1 car park space for community hall, 137 cycle parking spaces, highways and public realm works, hard and soft landscaping, access and associated works and Outline application (with all matters reserved except for access, use and scale) for redevelopment and extension of retained sports hall to provide indoor bowls facility and cricket pitch with pavillion, 32 car parking spaces, 24 cycle spaces, landscaping and associated works. All matters reserved except for access, use and building heights.

Former Deben High School Garrison Lane

Refused (and recommended for Approval by this Committee):

DC/20/4513/FUL | The proposal consists of 2 no. Semi-detached New Builds (4 no. 4 bedroom dwellings total) with private gardens and off-street parking.

106 Garrison Lane

Withdrawn

DC/21/2160/FUL | Proposed two storey rear extension with first floor terrace |
Chesterley House Golf Road

DC/21/1961/VOC | Variation of Condition No. 2 of DC/15/0332/FUL - Conversion of redundant buildings to new dwellings, erection of new flat to site frontage and erection of car ports and associated car parking - Relocation of car port to plot one from plot two to provide covered parking to plot one and allow extra storage in car port roof space, required due to retention of vaulted ceilings in this plot giving limited storage.

38-40 The Old Dairy Victoria Street