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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 1st December 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.

There is a limit to the number of public attending 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
24 November 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 17 November 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/21/5144/FUL | Rear & side extension.

46 Roman Way

Applicant: Mr and Mrs J Raistrick

[Link to Documents](#)

b. DC/21/4854/VOC | Variation of Condition No.1 of DC/19/1393/ARM - Approval of Reserved Matters on application DC/18/1825/OUT (Outline proposal for one dwelling on side gardens) - Raise ridge by approx 800-900mm. 'Square Off' rear elevation. Increase hall area by 20m towards front

25 Springfield Avenue

Applicant: Mr A Jacobs

[Link to Documents](#)

c. DC/21/5122/FUL | Single storey rear conservatory

8 Culford Walk

Applicant: Mr & Mrs G Prodan

[Link to Documents](#)

d. DC/21/5016/P3MA | Prior Notification - Change of use from retail (Use Class E) to residential (Use Class C3) (ground floor only)

15 Langer Road

Applicant: Mr A Wand

[Link to Documents](#)

- e. **DC/21/5080/ADI** | Illuminated and Non Illuminated Advertisement Consent - Fascia 1: Illuminated internally by LED modules. Fascia 2 Non-Illuminated. 1x Internally illuminated logo projecting sign. 2x LED acrylic window units
73 Undercliff Road West
Applicant: Mrs S Rushton, Delta Bravo Ltd [Link to Documents](#)
- f. **DC/21/5160/ADN** | Non illuminated Advertisement - Replacement Holiday Park Entrance Signs
Suffolk Sands Caravan Park Carr Road
Applicant: Unstated [Link to Documents](#)
- g. **DC/21/3296/VOC** | Variation of Conditions 2, 3 and 4 of DC/15/0924/FUL - Proposed 3 Bedroom Detached Dwelling on Land Adj 20 Rosebery Road - To change external wall cladding material from Brick to Eternit Weatherboard Cladding and submission of access details required by condition 4.
20 Rosebery Road
Applicant: Mr N Loomes, Plaice Design Co Ltd [Link to Documents](#)
6. **Draft Sustainable Construction Supplementary Planning Document**
To consider any response to ESC's draft Sustainable Construction SPD which is being consulted on until 5pm on Monday, 13th December 2021. **(Page 10)**
7. **Draft Affordable Housing Supplementary Planning Document**
To consider any response to ESC's draft Affordable Housing SPD which is being consulted on until 5pm on Monday, 13th December 2021. **(Page 11)**
8. **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 12)**
9. **Correspondence**
To note any items of correspondence.
10. **Closure**
To close proceedings and confirm the date of the next meeting as scheduled for Wednesday 15th December 2021 at 9.15am.

248. PLANNING APPLICATIONS

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

In respect of item A below, at the invitation of the Chairman, 3 members of public expressed concerns and unhappiness over the relocation of the 16 beach huts to the site in front of Martello Park. They offered to bear the cost of purchasing sand to place on the beach so their beach huts could be returned to their current locations.

A	DC/21/4756/FUL Re-siting of 16 Existing huts from current location at the Spa Con Prom to permanent site at manor End - Area between Sea Wall and Promenade Beach Hut Area South Seafront Langer Road
Committee recommended APPROVAL	

B	DC/21/4908/VOC Variation of Condition No. 2 of DC/19/5049/FUL - Redevelopment of site to provide new clubhouse and new public facilities to include cafe, putting green, toilets and viewing platform, improved access, parking, 5 detached dwellings and associated landscaping, relocation of existing watch tower - existing clubhouse and pro-shop buildings to be demolished - Since planning consent was granted a full design team has been instructed and during the progression of the detailed design (including structural design), some minor design changes have been implemented to improve the buildability of the proposed dwellings, include the aligning of structural elements. Other minor fenestration/glazing revisions have also been proposed, which are generally related to feedback received during the marketing of the properties. Felixstowe Ferry Golf Club Ferry Road
Committee recommended APPROVAL.	

C	DC/21/4759/FUL Construction of a side two storey extension and single storey lean-to rear extension. Convert pantry to toilet. Extend parking area. 1 Stour Avenue
Committee recommended APPROVAL.	

D	DC/21/4844/FUL Proposed Two Storey Rear Extension 12 St Edmunds Road
Committee recommended APPROVAL.	

E	DC/21/4898/FUL Alterations and extensions (Revised Scheme). 35 Rosemary Avenue
Committee recommended APPROVAL.	

F	DC/21/3256/FUL Demolition of garage, link structure, porch, chimneys, pantry lean-to and rear conservatory. Erection of two storey side and single storey rear extensions comprising new porch and integral garaging. Insertion of new window openings to ground floor south elevation. Replacement window & door units. Installation of Air Source Heat pump unit. Insertion of rooflights to west roof slope. Installation of photovoltaic panels to south & west roof slopes. Application of insulated render system to existing house. Changes to window openings. 15 St Georges Road
Committee recommended APPROVAL.	

G	DC/21/4830/FUL Remove wide window to left hand bay front elevation and replace with smaller unit. Remove window to South-East face of bed 1 and site on South-West. Provide window to bed 2 on North-West Elevation. Replace 'K' Render to left hand bay on front South-West elevation with light green Hardi-plant. Swap bed 2 with lounge area. 62 Rosemary Avenue
Committee recommended REFUSAL of this application. We consider both the change of fenestration, resulting in two windows, plus the use of green hardi-plank on the front elevation would significantly change this property's appearance which, with its neighbouring properties, form a cohesive street scene in this location. Contrary to SCLP 11.1 (c) iv.	

At this point in the meeting, 10.51am, Cllr M Morris withdrew from the Chamber.

H	DC/21/4629/FUL Single storey rear and side extension 81 Ranelagh Road
Committee recommended APPROVAL but note with considerable concern that the applicant's Design and Access Statement fails to mention that this property is within the Conservation Area. However, we have considered the application in the light of its location in the Conservation Area and feel that the proposal is sympathetically designed.	

At this point, 10.58am, Cllr M Morris returned.

I	DC/21/4706/FUL Construction of new balconies to number 3 & 5 South Hill 5 South Hill
<p>Committee recommended APPROVAL. We note with considerable concern that the applicant’s Design and Access Statement fails to mention that this property is within the Conservation Area. However, we have considered the application in the light of its location in the CA and feel that the proposed balconies are acceptable.</p>	
J	DC/21/4130/FUL Large garage in back garden 68 Rosemary Avenue
<p>Committee recommended REFUSAL of this application. Committee believes that the proposal, which would introduce a new vehicular access to the property, would compromise the existing use of the bridleway section along Quinton’s Lane. This bridleway is well used by many, including children accessing the adjacent school.</p>	
K	DC/21/4604/FUL Single storey wooden summerhouse 34 Looe Road
<p>Committee recommended APPROVAL.</p>	
L	DC/21/4772/FUL Creation of dropped kerb 66 High Road West
<p>Committee recommended APPROVAL.</p>	
M	DC/21/5050/TCA Top crown reduce by 30% Silver Birch tree in rear garden 4 College Green
<p>Committee had NO OBJECTION to the work proposed subject to the guidance of the East Suffolk Council’s Arboricultural Officer.</p>	

249. DRAFT SUSTAINABLE CONSTRUCTION SUPPLEMENTARY PLANNING DOCUMENT

The consultation was considered by the Committee. Members noted that the Draft Sustainable Construction SPD appeared to be very well written, highly comprehensive and covered all aspects of sustainable construction insofar as it was possible to tell. Members did query, ref. para 3.26 of the document, as to why sustainable construction guidance would “not apply on permitted development”. The Clerk agreed to seek clarification on this element.

RESOLVED that Members of the Committee should provide any comments on the Draft Sustainable Construction SPD prior to the publication of the next Committee agenda, to which this matter be referred for final consideration at the next meeting.

250. DRAFT AFFORDABLE HOUSING SUPPLEMENTARY PLANNING DOCUMENT

The consultation was considered by the Committee. Members noted that the Draft Affordable Housing SPD appeared to be very well written and highly comprehensive.

RESOLVED that Members of the Committee should provide any comments on the Draft Affordable Housing SPD prior to the publication of the next Committee agenda, to which this matter be referred for final consideration at the next meeting.

251. DRAFT CYCLING AND WALKING STRATEGY

Committee considered the consultation on the Draft Cycling and Walking Strategy which was now underway. The Clerk advised that the Working Group which had been set up to consider cycling and walking routes in Felixstowe, comprising of Cllrs S Bennett, G Newman, M Richardson, A Smith and K Williams, had been working jointly with representatives from the Trimley parish councils and a meeting to consider the Strategy was planned to take place on 3rd December.

It was anticipated that a response to the ESC Draft Cycling and Walking Strategy would be drafted by the Joint Felixstowe and Trimleys Cycling and Walking Group for consideration by the Group's respective parent councils.

The draft response would be able to be considered by Council or the Planning & Environment Committee for formal endorsement in January.

RESOLVED that any draft response from the Joint Felixstowe and Trimleys Cycling and Walking Group to the ESC Draft Cycling and Walking Strategy be presented to the Council or the Planning & Environment Committee for formal endorsement in January.

252. PLANNING DECISIONS

RESOLVED that the decisions on planning applications by East Suffolk Council notified to the Town Council since the previous meeting be noted.

253. CORRESPONDENCE

Committee NOTED the following:

- i) Notification of Appeal, ref. APP/X3540/W/21/3275958, against ESC's decision to refuse DC/18/4989/FUL: Demolition of workshop and replacement with 1no

detached dwelling, alterations and extension to existing building to retain shop/office and provide 2no one bedroom first floor flats and 1no two bedroom dwelling. Amended scheme to previously approved application. 19 Manning Road.

- ii) Revisions to DC/21/3663/ARM – Land North of Walton High Street. Members noted that, as the revisions proposed did not directly address the matters raised by the Committee in its recommendation to refuse the application, there was no need to formally review the Committee’s submission at this time. The Clerk advised that Members would be advised if and when further revisions were submitted, so that the value of bringing to Committee for formal consideration can be assessed.

At 12.19 Cllr S Gallant left the meeting to attend to other business.

254. CLOSURE

The meeting was closed at 12.30. It was noted that the next meeting was scheduled to take place on Wednesday 1st December at 9.15am.

AGENDA ITEM 6: DRAFT SUSTAINABLE CONSTRUCTION SUPPLEMENTARY PLANNING DOCUMENT

The Sustainable Construction SPD provides guidance on a range of topics including energy efficiency, renewable energy, water conservation, and use of materials, to support the implementation of East Suffolk Council's adopted Local Plan policies. See link for document.

<https://eastsuffolk.inconsult.uk/SUSCONSPDDRAFT/consultationHome>

The Sustainable Construction SPD will be a material consideration in the determination of planning applications and, once adopted, will replace the Renewable Energy and Sustainable Construction SPD (September 2013, which relates to the former Waveney area).

The SPD has been drafted following an initial consultation that ran from 15th March to 26th April 2021 under which views were sought on the scope and content of the SPD. The Initial Consultation Statement explains how the comments received have been taken into account in drafting the SPD. The current consultation asks for views on the draft Supplementary Planning Document. The Sustainable Construction SPD will not set building standards. The energy efficiency of all new and renovated buildings for residential and non-residential use is covered by Building Regulation. Details on how to achieve the targets are set out The Ten Point Plan for a Green Industrial Revolution contained in this document (*para. 1.28*).

This Sustainable Construction Supplementary Planning Document (SPD) provides guidance to assist in the interpretation and implementation of planning policies contained in the Council's two Local Plans; the Suffolk Coastal Local Plan, adopted in September 2020, and the Waveney Local Plan, adopted in March 2019.

This SPD consultation was reviewed by Committee at its previous meeting. In accordance with Committee's instructions, Members of the Committee were invited to provide any comments on the SPD prior to the publication of this agenda, to support final consideration of the consultation at this meeting (*Minute #249 of 2021/22 refers*).

Committee is requested to consider any response it wishes to make on the draft Sustainable Construction SPD, which must be received by 5pm on Monday 13th December 2021.

AGENDA ITEM 7: DRAFT AFFORDABLE HOUSING SUPPLEMENTARY PLANNING DOCUMENT AND

The Affordable Housing Supplementary (SPD) will provide guidance on the implementation of the Council's planning policy related to affordable housing. The draft SPD covers a range of matters including types of affordable housing, legal agreements and carrying out local housing needs assessments. The SPD has been draft following an initial consultation that was held in November and December 2020. Link to document

<https://eastsoffolk.inconsult.uk/connect.ti/ESAFFHSGDRAFT/consultationHome>

The Strategic Housing Market Assessment, which was produced as evidence to inform the district's two Local Plans, identified a need for 94 affordable houses per year in the Suffolk Coastal Local Plan area and 208 affordable houses per year in the Waveney Local Plan area, giving a scale of the need for affordable housing.

This SPD consultation was reviewed by Committee at its previous meeting. In accordance with Committee's instructions, Members of the Committee were invited to provide any comments on the SPD prior to the publication of this agenda, to support final consideration of the consultation at this meeting (*Minute #250 of 2021/22 refers*).

Committee is requested to consider any response it wishes to make on the draft Affordable Housing SPD, which must be received by 5pm on Monday 13th December 2021.

AGENDA ITEM 8: PLANNING DECISIONS

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

DC/21/4185/FUL | Alterations and extensions to form additional 6 flats on ground and first floor, with associated parking and vehicular access

Police Station 32 High Road West

DC/21/3383/FUL | Proposed single storey front & rear extension

11 Western Avenue

DC/21/4311/VOC | Variation of Condition 2 of DC/20/1973/FUL - Proposed single storey and two storey front extensions, replacement roof structures incorporating first floor accommodation and alterations - New plans reducing the overall G.I.A. to less than 100sq metres, proposed airing cupboard/storage changed to loft only

208 Ferry Road

DC/21/4017/FUL | Conversion of former care home into 9no. residential apartments |

The Former Leopold Road Nursing Home 17 Leopold Road

DC/21/3433/FUL | Replacement of seven windows & two door sets

4 Red Hall Court F

Refused (and recommended for Refusal by this Committee): None

Approved (and recommended for Refusal by this Committee): None

Refused (and recommended for Approval by this Committee):

DC/21/4506/FUL | Loft conversion including the formation of a roof dormer and the insertion of rooflights

1A Maybush Lane

Withdrawn

DC/21/4404/FUL | Single storey rear and side extension with second storey infill between double gable roof

27 Langer Road