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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 M Morris (Vice Chairman)
Cllr N Barber
Cllr S Bennett
Cllr J Candy

Cllr A Folley
Cllr C Franklin
Cllr B Price
Cllr S Wiles

You are hereby summoned to attend a meeting of the **PLANNING & ENVIRONMENT COMMITTEE** to be held at **TOWN HALL, FELIXSTOWE**, on **Wednesday 17 April 2024** at **9.30am**.

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>

Our online meeting guidance can be found here: <https://felixstowe.gov.uk/wp-content/uploads/2022/02/Remote-Meeting-Guidelines.pdf>

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

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.



The Council kindly asks that anyone planning to attend the meeting in-person to consider car-sharing or low-carbon modes of transport to the Town Hall.

Ash Tadjrishi
Town Clerk
10 April 2024

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, other registerable or non-registerable interest.

4. Confirmation of Minutes

To confirm the Minutes of the Planning & Environment Committee meeting held on 3 April 2024 as a true record. **(Pages 4-8)**

5. Planning Applications

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

- a) **DC/24/1068/VOC** | Variation of Condition No. 2 of DC/22/1292/FUL - Demolition of existing building; Replacement building to be used for commercial use at ground floor and two residential units above. - Replace two steps in courtyard with a ramp and to level the first floor flats access above the single storey extension without the steps in the walkway/roof.

2 Hamilton Road

Applicant: Mr M Kubot, Kubot Properties Ltd :

[Link to Documents](#)

- b) **DC/24/1055/FUL** | Siting of cycle store and amenity area to serve development implemented in accordance with DC/23/1986/FUL

Land At Rear Of 50-52 High Road West

Applicant: RAAH Holdings Ltd

[Link to Documents](#)

- c) **DC/24/1129/FUL** | To erect cart lodge with store over and extend driveway towards cart lodge

30 High Road East

Applicant: Mr L Lutteral

[Link to Documents](#)

- d) **DC/24/1176/FUL** | Demolish existing front boundary wall. Erect new boundary wall with metal work between piers and widen entrance between piers.
30 High Road East
Applicant: Mr L Lutteral [Link to Documents](#)
- e) **DC/24/0912/ROC** | Removal of Condition No. 1 of C/91/0613 - Continuation of use of property as five flats (variation to condition which restricts occupancy)
Constable Court 13 Constable Road
Applicant: C/o Phil Cobbold Planning Ltd [Link to Documents](#)
- f) **DC/24/0885/FUL** | Retrospective Application - Change of Use of additional dining room to beauticians incorporating 3 treatment rooms and a reception area.
Dolphin Hotel 41 Beach Station Road
Applicant: Mr J Flett, Dophin Hotel [Link to Documents](#)
- g) **DC/24/1065/FUL** | Rear/side extension with glazed link roof
7 Quilter Road
Applicant: Mr & Mrs D Andrews [Link to Documents](#)
- h) **DC/24/1087/TCA** | 1no. Unknown species (marked on plan) - Fell
10 Orwell Road
Applicant: Mr M Marjoram, MGM Logistics Ltd [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 9)**

7. Correspondence

To note any items of correspondence.

8. Closure

To close proceedings and confirm the date of the next meeting as scheduled for Wednesday 1st May 2024 at 9.30am.

AGENDA ITEM 4: CONFIRMATION OF MINUTES

MINUTES of a **PLANNING & ENVIRONMENT COMMITTEE MEETING** held at **TOWN HALL, Felixstowe**, on **Wednesday 3 April 2024** at **9.30am**

PRESENT: Cllr S Bird (Chairman)

Cllr M Morris (Vice-Chairman) Cllr C Franklin

Cllr N Barber (*to item #492*) Cllr A Folley

Cllr S Bennett (*from item #491*) Cllr B Price

Cllr J Candy Cllr S Wiles (*to item #491f*)

OFFICERS: Mr A Tadjrishi (Town Clerk)

Mrs S Morrison (Planning Administration Assistant)

IN ATTENDANCE: 1 member of the public (in person)

1 member of the public (via Zoom)

487. PUBLIC QUESTION TIME

The Chairman advised that he would invite representations from members of the public immediately prior to debate on specific applications.

488. APOLOGIES FOR ABSENCE

None.

Apologies for lateness were received from **Cllr S Bennett**.

Cllr S Wiles gave apologies in advance of having to leave the meeting at 11.30am.

Cllr N Barber gave apologies in advance of having to leave the meeting at 11.50am.

489. DECLARATIONS OF INTEREST

The following Other Registerable Interests, to which no matters on the agenda were directly related, were noted:

Member(s)	Minute No.	Nature of Interest
Cllr S Bennett Cllr J Candy Cllr A Folley	All	Other registerable interests (as Members of East Suffolk Council)
Cllr S Bennett Cllr S Bird Cllr S Wiles	All	Other registerable interests (as Members of Suffolk County Council)

Members were advised that, should any matters arise in the meeting that directly relate to any of their interests, they should make appropriate declarations at that time.

490. CONFIRMATION OF MINUTES

It was RESOLVED that the Minutes of the Planning & Environment Committee meeting held on 20 March 2024 be confirmed as a true record.

491. PLANNING APPLICATIONS

At the direction of the Chairman, item B was brought forward and considered first.

Committee heard from a member of the public, being a neighbour to item B below, concerned with the limited number of on-site parking spaces and a lack of proximate on-street parking, together with the consequential impact of increased vehicular movements due to the intensification of the use of the site.

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

B	DC/24/0823/FUL Redevelopment for 58 retirement living apartments including communal facilities, access, car parking and landscaping 39 Mill Lane
<p>Committee recommended REFUSAL. We are not against the principle of this type of development on this site. Indeed, we recognise the need for this sort of accommodation for older people to downsize or move to. However, we have serious concerns as to the parking provision. We recognise that, under the SCC parking guidance 2023, p.49 this form of accommodation should provide one car space per residential unit and two visitor spaces per 8 units. Whilst some departure from policy may be acceptable, in this case the provision of only 21 car parking spaces is woefully inadequate. We believe that there should be considerably more spaces provided.</p>	

A	DC/24/0773/VOC Variation of Condition Nos. 4 (materials) and 9a (approved plans for residential development) of DC/23/0539/VOC (Variation of Condition No. 11 of 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
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	(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] - alter the number of affordable homes.) Changes to materials for residential units and amendments to approved plans including changes to elevations and revisions to site layout and parking. Former Deben High School Garrison Lane
Committee recommended APPROVAL.	

C	DC/24/0720/FUL Regularisation of unauthorised works including: Retention of revised layout across complete site Retention of Marquee cover over units 19 & 20 Retention of "square" container unit 20A Retention of Axe throwing area unit 7 Retention of Pagoda outbuilding (canopy) between units 17 & 19 Change of hot food to Radio Station outside Beach Street and in the Amusement Park building Retention of Advertising along railings on Micklegate Road Retention of changes of layout for unit 20 Retention of new location of WC block and cycle store Retention of amended and additional colours Change of use of unit 12 to retail Change of use of unit 1 to machine gaming centre Change of use of units 8, 9, 11, 13, 14, 15, 18, 19, 23, 24, to hot food prep and takeaway/eat in, hot and cold Change of use of unit 16, 17 to yoga and retail Change of use of unit 2 to barbers Retention of extraction equipment to units 18, 23, 24 All matters as described in Design & Access statement. Beach Street Felixstowe Micklegate Road
Committee recommended APPROVAL.	

At this point in the meeting, 11am, Committee adjourned. The meeting resumed at 11.10am.

D	DC/24/0997/FUL Single storey side and rear extension with dropped kerb and new driveway 18 Fairfield Avenue
Committee recommended APPROVAL.	

E	DC/24/0821/FUL Demolish rear kitchen extension lean-to and erect two storey rear extension. 18 Chepstow Road
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Committee recommended REFUSAL. We feel that this 3.7m deep two-storey rear extension is unacceptable. We believe that this will cause unacceptable loss of light amenity to rear windows of No.16 to the north and is therefore contrary to SCLP 11.2 paras. c) and e). We also feel that, as this will become a four-bedroom property under this proposal, SCC parking guidance requires that this would need three off-street parking spaces, whereas it currently has none.

At this point, 11.36am, Cllr Wiles left the meeting.

F	DC/24/0110/FUL Full planning application (previous application C12/1810/ expired) for continued siting and use. No change to the use or additions to existing buildings previously agreed. Application site area houses two portakabins used for office and storage facilities for community transport services operated by Felixstowe Area Community Transport Scheme (FACTS), registered charity number 1098025. Portakabin Rear Of Car Park Ordnance House 1 Garrison Lane
Committee recommended APPROVAL.	

G	DC/24/0950/FUL Retrospective Application - Proposed single storey front extension for new porch and storage/garage 111 Mill Lane
Committee recommended APPROVAL.	

H	DC/24/0833/FUL Change the old wooden windows to double glazed PVC windows. Flat 4 91 Ranelagh Road
Committee recommended APPROVAL.	

I	DC/24/1005/TPO T2 of TPO No. 174 / 2004 1no. Sweet chestnut (T1 on Plan and T2 on Order) - Crown reduce by up to 1 metre to previous pruning points 1 Cliff Court
Committee had NO OBJECTION to the work proposed, subject to East Suffolk Council’s Arboricultural Officer being satisfied as to the significant extent of the size reduction of this tree.	

At this point, 11.50am, Cllr Barber left the meeting.

492. PLANNING DECISIONS

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

493. CORRESPONDENCE

Committee NOTED the following correspondence:

- i. Confirmation from East Suffolk Council that application DC/23/4805/FUL for the seasonal erection of the observation wheel was approved with conditions with regards to the hours of operation to operate during the following times:
Monday-Thursday: 10.00-21.00
Friday-Sunday (including Bank Holidays): 10.00-22.00.
- ii. Copy of Pre-Application Advice submitted in respect of DC/24/0557/FUL- Maytree House 60 Maybush Lane.
Committee noted the pre-application advice and made no further comment.

494. CLOSURE

The meeting was closed at 12.01pm It was noted that the next meeting was scheduled to take place on Wednesday 17 April 2024 at 9.30am.

AGENDA ITEM 7: PLANNING DECISIONS

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

DC/23/4805/FUL Proposed ongoing seasonal erection of the Observation Wheel attraction From February to October. The Promenade Sea Road
DC/24/0499/FUL Proposed single storey extension to rear of two storey detached dwelling 44 Garrison Lane
DC/24/0386/FUL Single storey front extension, new outbuilding to the rear garden, raise garden level 7 Rosebery Road
DC/24/0509/FUL Single Storey rear extension 4 Links Avenue
DC/24/0508/FUL Rear single-storey extension. Coel Na Mara 69 Cliff Road
DC/24/0408/FUL Rear extensions and revised porch. 7 Foxgrove Gardens

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): None