



9 am to 4 pm Mondays to Fridays

TO ALL MEMBERS OF THE PLANNING & ENVIRONMENT COMMITTEE

Cllr A Smith (Chairman)	Cllr S Gallant
Cllr Jon Garfield (Vice Chairman)	Cllr G Newman
Cllr N Barber	Cllr D Savage
Cllr S Bird	Cllr S Wiles
Cllr Jan Garfield	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 2 December 2015** at **9.15am** for the transaction of the following business:

A G E N D A

1. Apologies

To receive any apologies for absence.

2. Declarations of Interest

Members and officers are invited to make any declarations of Disclosable Pecuniary or Local Non-Pecuniary Interests that they may have in relation to items on the Agenda and are also reminded to make any declarations at any stage during the meeting if it becomes apparent that this may be required when a particular item or issue is considered.

3. Requests for Dispensation

Councillors with a pecuniary interest in an item on this agenda, who wish to remain, speak and/or vote during consideration of that item, may apply for a dispensation in writing to the Town Clerk prior to the meeting. Applications may also be considered at the meeting itself should the nature of the interest become apparent to a Councillor at the time of the meeting.

4. Confirmation of Minutes

To confirm the minutes of the Planning & Environment Committee meeting held on 18 November 2015 as a true record. **(Pages 3-5)**

5. Planning Applications

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

- a) DC/15/4493/FUL | Construction of a new Commercial Trailer MOT Testing Station and associated offices/new vehicular access to Carr Road and hardstanding areas. | R T J Trailers 16-18 Sunderland Road**
Applicant: Mr Jason Taylor [Link to documents](#)

- b) **DC/15/4302/FUL** | Change of use and two storey rear extension to redundant toilet block to form a residential unit | **231 High Street Walton**
Applicant: Mr S Bloomfield [Link to documents](#)
- c) **DC/15/4647/FUL** | To demolish conservatory and kitchen extension. Erect family/kitchen as ground floor extension. | **10 Newry Avenue**
Applicant: Mr David Woodhouse [Link to documents](#)
- d) **DC/15/4007/FUL** | Installation of energy efficient climate control system including external wall mounted air conditioning units at rear of shop premises. Premises currently has no means of heating or cooling.
48-50 Hamilton Road
Applicant: Mrs Donna Johnston [Link to documents](#)
- e) **DC/15/4355/FUL** | Change of use from office use to a Tattoo Studio (Sui Generis). | **139-141 Hamilton Road**
Applicant: Mr Alex Edhouse [Link to documents](#)
- f) **DC/15/4579/FUL** | Construction of new build sports changing rooms and sports club facilities to replace existing building
Felixstowe And Walton United Football Club Dellwood Avenue
Applicant: Mr Colin Butcher [Link to documents](#)
- g) **DC/15/4337/FUL** | Proposed second storey side extension and detached carport | **2 Walnut Close**
Applicant: Mr Mrs G Warren [Link to documents](#)
- h) **DC/15/4588/FUL** | Erection of first floor bay and balcony and replacement windows to east elevation | **8 Manor Terrace**
Applicant: Mr & Mrs J Paice [Link to documents](#)

6. Planning Decisions

To note the decisions received from Suffolk Coastal District Council since the date of the previous agenda and up until the date of this agenda. **(Page 6)**

7. Planning & Environment Committee: Delegated Authority

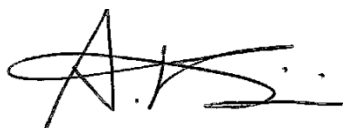
To consider provisions for delegating functions of the Committee to the Clerk and the conditions required for such authority to be exercised.

8. Correspondence

To note any items of correspondence.

9. Closure

To close proceedings and confirm the date of the next meeting scheduled for Wednesday 16 December 2015 at 9.15am, Felixstowe Town Hall.



Ash Tadjrishi

Town Clerk

25 November 2015

For information (via email): All Town Councillors and Local Press

AGENDA ITEM 4: CONFIRMATION OF MINUTES

MINUTES of the **PLANNING & ENVIRONMENT COMMITTEE** meeting held at Felixstowe Town Hall on **Wednesday 18 November 2015** at **9.15am**

PRESENT: Cllr A Smith (Chairman) Cllr Jon Garfield
 Cllr S Bird Cllr G Newman
 Cllr Jan Garfield Cllr S Wiles

OFFICERS: Mr A Tadjrishi (Town Clerk)
 Mrs R Jones (Estates Officer)

325. APOLOGIES FOR ABSENCE

Apologies for absence were received from **Cllr N Barber, Cllr S Gallant, Cllr D Savage** and **Cllr K Williams**.

326. DECLARATIONS OF INTEREST

Member(s)	Minute No.	Nature of Interest
Cllr S Bird Cllr A Smith	All	Local Non-Pecuniary (as Members of Suffolk Coastal District Council)
Cllr G Newman	All	Local Non-Pecuniary (as Member of Suffolk County Council)

327. REQUESTS FOR DISPENSATION

There were none.

328. CONFIRMATION OF MINUTES

It was **RESOLVED** that the **Minutes of the Planning & Environment Committee Meeting held on 4 November 2015** be signed by the Chairman as a true record.

329. PLANNING APPLICATIONS

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

a	DC/15/4319/OUT Outline proposal for one dwelling on land adjacent 7 Riby Road 7 Riby Road
Committee recommended APPROVAL, subject to any full application being no more injurious to public amenity than this outline proposal.	

b	<p>DC/15/4251/FUL Infilling of existing boating lake and kart track, and new vehicular exit to provide additional car parking facility and grassed area, to also be used as a combined multi-purpose area. Boating Lake Site Sea Road</p>
<p>Committee welcomed this application and recommended APPROVAL. However, it is regrettable that the scheme is more modest than had been previously suggested by Suffolk Coastal District Council, in particular that the southern area of the site is presented as being primarily a car park, as opposed to an events space with car parking as an alternative use.</p>	
c	<p>DC/15/4304/CLE Certificate of Use for annexe A and Cottage B as use as two separate dwelling Units (C3 Use). 52 Maybush Lane</p>
<p>Committee NOTED this application.</p>	
d	<p>DC/15/4229/FUL Installation of external scooter store Yetton Ward House, Cricket Hill Road</p>
<p>Committee recommended REFUSAL due to the unacceptable loss of amenity to the immediately adjacent and other surrounding flats that this proposal would cause if approved. Committee believe that the proposals are in contravention of policy DM23 d) and e) and of “poor visual design and layout” in contravention of DM21 and DM21 e).</p>	
e	<p>DC/15/4268/FUL Proposed two dwellings on land to the rear of 1 & 3 Margaret Street fronting James Boden Close 3 Margaret Street</p>
<p>Committee recommended APPROVAL.</p>	
f	<p>DC/15/4343/FUL Proposed Two Storey Front Extension 3 Princes Gardens</p>
<p>Committee recommended APPROVAL.</p>	
g	<p>DC/15/3321/CCA Change of use from Children's Centre to AI shop. 26 & 26C Beach Station Road</p>
<p>Committee recommended APPROVAL.</p>	
h	<p>DC/15/4374/TCA To fell ornamental cherry to front of property 3A Constable Road</p>
<p>Committee objects to the felling of this tree and recommends that the District Council’s Arboriculturalist consider whether the tree is appropriate for protection.</p>	

330. PLANNING DECISIONS

Committee NOTED the decisions received from Suffolk Coastal District Council since the date of the previous agenda and up until the date of the agenda for this meeting.

331. CORRESPONDENCE

Committee NOTED the following items of correspondence:

- i. Notification that the Felixstowe Conservation Area is to be revised and updated to reflect changes in planning policy to provide a more detailed assessment of Felixstowe's character and appearance. This will also include a review the position of the boundary of the conservation area. *Members requested that SCDC's Senior Design and Conservation Officer be invited to attend a meeting of the Committee in the new year to advise further.*
- ii. Notification of application DC/15/4214 for a Lawful Development Certificate for an existing use in breach of a planning condition had been submitted for 16 Croutel Road. *Members noted that the planning condition breached related to the external cladding material used on the property and had no further comments.*
- iii. Notification that the revised process by which planning applications would be considered by the Suffolk Coastal District Council Planning Committee or under delegated authority to the Planning Officers was official launched on 16 November. The new process included the introduction of trigger points that would set in motion the need to consult the Town Council and District Ward Member(s) to ask if they wish to request that the case is referred to the planning committee. *Noting that in certain cases the Clerk would need additional authority from the Planning & Environment Committee in order to submit a referral Members requested that an item be brought to the next meeting to consider this.*

332. CLOSURE

The meeting was closed at 11.24am. The date of the next meeting was noted as being Wednesday 2December 2015, 9.15am at Felixstowe Town Hall.

Date: _____

Chairman: _____

AGENDA ITEM 6: PLANNING DECISIONS

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

DC/15/3845/FUL | Replacement of 1no. existing 9m floodlight with a 12.5m shrouded monopole to support telecommunications antennae for shared use by EE and Three UK, which together with the installation of 6no. ground based equipment cabinets and associated excavation will provide 2G, 3G and 4G mobile electronic communication services. Existing floodlight to be refitted to shrouded monopole at existing height. | **Felixstowe Lawn Tennis Club Bath Road**

DC/15/3938/FUL | Change of Use - proposed use as House in Multiple Occupation (HMO) | **Abbeyfield House 53 Orwell Road**

DC/15/3833/FUL | Single and Two storey rear extension | **11A Looe Road**

DC/15/2906/FUL | Replacement dwelling | **Gilrest The Ferry**

DC/15/4221/OUT | Outline application for one dwelling on part gardens fronting St Georges Road | **15 Cliff Road**

DC/15/4092/TCA | Holm Oak at East End of Church - 30% crown reduction to prevent light restrictions on east window, physical damage to east end of church, and excess overhang over pavement. | **St John The Baptist Church Orwell Road**

DC/15/3951/ADI | Building mounted, illuminated corporate signage to East elevation, as indicated on drawing no. 7439/P05.
Volvo Truck And Bus Bryon Avenue The Docks

DC/15/3879/FUL | Erection of store building off garage. | **2 Vicarage Road**

Refused (and recommended for Refusal by this Committee):

DC/15/3861/FUL | Proposed single storey extension to rear of property.
191 High Street Walton

Approved (and recommended for Refusal by this Committee):

DC/15/2887/FUL | Proposed new dwelling to side of existing flats
18 Beatrice Avenue

Refused (and recommended for Approval by this Committee):

None

AGENDA ITEM 7: DELEGATED AUTHORITY

Committee is requested to consider arrangements for delegating authority to the Clerk in the following circumstances:

Delegated Authority:

To submit referral requests on behalf of the Town Council's Planning & Environment Committee to the Suffolk Coastal District Council Planning Office outlining material planning reasons why the Chairman and Vice-Chairman of the District Council's Planning Committee should put the application before their committee for consideration.

Authority limited to:

- a) Those occasions whereby the Clerk has been advised that a "Major, Minor or Other Application" to which the Town Council's Planning & Environment Committee have raised material planning objections within the prescribed consultation period and which the District Council's Planning Officers are minded to approve (SCDC 'trigger points' 1 and 3); or,
- b) Those occasions whereby the Clerk has been advised that a "Major or Minor Application" to which the Town Council's Planning & Environment Committee recommended approval within the prescribed consultation period and which the District Council's Planning Officers are minded to approve (SCDC 'trigger point' 2) and following consultation with the Chairman or Vice-Chairman of the Planning & Environment Committee to establish material planning issues in support of the application.

Delegated Authority:

To respond to consultations on behalf of the Town Council's Planning & Environment Committee following consultation with the Chairman or Vice-Chairman

Authority limited to:

- a) Those occasions whereby it would not be possible to convene a meeting of the Council's Planning & Environment Committee before the consultation closes. Ordinarily this would only apply during the Christmas recess.

The Planning & Environment Committee has the authority to delegate any of its functions to the Clerk alone, or in consultation with one or more of its Members. Council considers a full scheme of delegated authority to the Clerk at its Annual Meeting each year.

Committee is requested to consider and decide on the above, and any other, arrangements for delegating authority for its functions to the Town Clerk.
