



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 3 June 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 Plans Committee meeting held on 6 May 2015 as a true record. **(Pages 3-6)**
- 5. Introduction to Planning & Environment Committee**  
To receive an introduction on the work of the Planning & Environment Committee and note its Terms of Reference.
- 6. Planning Application Responses sent under Delegated Arrangements**  
To note the comments submitted to Suffolk Coastal District Council by the Town Clerk and Estates Officer under delegated powers. **(Pages 7-8)**

## 7. Planning Applications

To consider the following planning applications received since responses sent under delegated arrangements:

- a) **DC/15/1783/FUL** | Alterations/conversion of basement (part) of former main convalescent home building to provide 2 no. 1 bedroom dwellings. **Former Bartlett Hospital and Grounds, Undercliff Road East, Felixstowe –**  
Applicant: Gipping Homes Ltd., Ipswich.
  
- b) **DC/15/1784/LBC** | Alterations/conversion of basement (part) of former main convalescent home building to provide 2 no. 1 bedroom dwellings. **Former Bartlett Hospital and Grounds, Undercliff Road East, Felixstowe –**  
Applicant: Gipping Homes Ltd., Ipswich.
  
- c) **DC/15/1811/FUL** | Proposed development to form two no. dwellings.  
Revised scheme following outline planning approval DC/14/0060/OUT and refusal of planning permission DC/14/3587/FUL & DC/15/0367/FUL. **Part East and West garden of 19 Cliff Road, Felixstowe**  
Applicant: Roseberry Property Development Ltd.

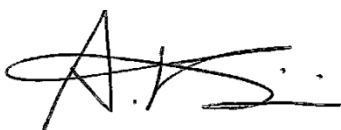
## 8. Felixstowe Peninsula Area Action Plan

To consider any update on matters relating to the Felixstowe Peninsular Area Action Plan.

## 9. Correspondence

## 10. Closure

To close proceedings and confirm the date of the next meeting scheduled for Wednesday 17 June 2015, 9.15am at Felixstowe Town Hall.



**Ash Tadjrishi**  
**Town Clerk**  
**27 May 2015**

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

## **AGENDA ITEM 4: CONFIRMATION OF MINUTES**

**MINUTES** of the **PLANS COMMITTEE** meeting held at Felixstowe Town Hall on  
**Wednesday 6 May 2015 at 9.15am**

**PRESENT:** Cllr A Smith (Chairman)                      Cllr Jon Garfield  
                  Cllr S Bird    Cllr D Savage  
                  Cllr M Morris    Cllr M Stokell

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

### **623. APOLOGIES FOR ABSENCE**

Apologies for absence were received from Cllr M Deacon, Cllr J Sennington, Cllr C Webb and Cllr K Williams.

### **624. DECLARATIONS OF COUNCILLORS' INTERESTS**

The following declarations of Councillors' interests were made:

<b>Member</b>	<b>Minute No.</b>	<b>Nature of Interest</b>
Cllr A Smith	627	Local Non-Pecuniary (Suffolk Coastal District Council Member)
Cllr M Morris	627	Local Non-Pecuniary (Suffolk Coastal District Council Member)
Cllr S Bird	627	Local Non-Pecuniary (Suffolk Coastal District Council Member)
Cllr D Savage	627	Local Non-Pecuniary (Suffolk Coastal District Council Member)

### **625. REQUESTS FOR DISPENSATIONS**

There were none.

### **626. MINUTES OF THE PREVIOUS MEETING**

It was **RESOLVED** that:

**The Minutes of the Plans Committee Meeting held on 22 April 2015 be signed by the Chairman as a true record.**

### **627. 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:**

<b>a)</b>	<b>DC/15/1295/FUL</b>   First floor games room over garage. <b>2 Vicarage Road Road, Felixstowe</b>
<p><b>Committee recommended REFUSAL on the grounds the proposal would result in overdevelopment of the site contrary to development management policy DM23(e); and, an intrusive development out of keeping with the strong linear character of the street scene, contrary to development management policy DM21 where it refers to massing.</b></p> <p><b>However, should SCDC be minded to approve the application the Committee would wish to see a clear condition that the proposed extension could not be used for residential purposes.</b></p>	

<b>b)</b>	<b>DC/15/1324/FUL</b>   Erection of new office block (710m2) and formalisation (white lining) of adjacent car parking area. Resubmission of withdrawn application DC15/0727/FUL (PP-04000611) <b>Land off Fagbury Road, Felixstowe.</b>
<b>Committee recommended APPROVAL.</b>	

<b>c)</b>	<b>DC/15/1396/ADI</b>   Consent to display (Application No: C10/0869) is expiring on 30/3/2015 we are now proposing to be renewed. <b>173 Hamilton Road, Felixstowe</b>
<b>Committee recommended APPROVAL.</b>	
<p><b>In considering this application Committee had to note that no site location plan had been made available on the District Council's planning portal.</b></p>	

<b>d)</b>	<b>DC/15/1400/FUL</b>   Proposed single storey extension to rear of property. <b>10 Ferry Road, Felixstowe.</b>
<b>Committee recommended APPROVAL.</b>	
<p><b>In considering this application Committee had to note that no elevation drawings had been made available on the District Council's planning portal.</b></p>	

e)	<p><b>DC/15/1463/FUL</b>   Remove existing shop front and stall risers and move shop front forward – all glazed. Provide disabled persons access. Change name to Premier General Stores. Provide roof top air conditioner units. <b>51-53 Undercliff Road West, Felixstowe</b></p>
<p><b>Committee recommended APPROVAL in principle. Committee were concerned that the creation of a disabled ramp as proposed may itself be problematic and ask that this provision be re-examined. As the frontage is being replaced, it could be appropriate for the change of levels to be accommodated inside the premises.</b></p> <p><b>Furthermore, Committee noted that there was no information on the fascia sign, details of which are a requirement in the Conservation Area and should be the subject of a separate planning application for advertisement consent. We would draw attention to the fact that issues surrounding the scale of in-window advertising may also be subject to planning consent which, equally, must be addressed given that the site is location in the Conservation Area.</b></p>	
f)	<p><b>DC/15/1480/FUL</b>   Installation of 2 no. dipole antennas, a 1.8m diameter satellite dish, an equipment cabin and development ancillary thereto including 2 no. GPS antennas. <b>Communications Mast Site, Walton Avenue, Felixstowe</b></p>
<p><b>Committee recommended APPROVAL.</b></p>	
g)	<p><b>DC/15/1548/TCA</b>   T1 – Holm Oak, remove to ground level, T2 – Holm Oak, remove to ground level. Reason: both trees have Ganoderma fungus at the base and being previously pollarded are losing limbs into the road <b>4a Hamilton Gardens, Felixstowe</b></p>
<p><b>Committee recommended APPROVAL provided all work is carried out under the guidance of the Arboricultural Officer at the District Council.</b></p>	

## **628. PLANS COMMITTEE INTERREGNUM ARRANGEMENTS**

Committee considered arrangements for responding to those planning applications which may be received for which the deadline for comments may fall before the first meeting of Council's Planning & Environment Committee on 3 June 2015.

**It was RESOLVED that, subject to advising current Members of the Plans Committee who are re-elected as Town Councillors, the Town Clerk and Estates Officer be delegated the authority to respond to planning applications for which the deadline for comments may fall before the first meeting of Council's Planning & Environment Committee on 3 June 2015. This authority being limited to applications which are not of major significance.**

## **629. FELIXSTOWE PENINSULA AREA ACTION PLAN**

Committee noted that Members would be appointed to the Felixstowe Peninsula Area Action Plan Working Group at the Annual Council meeting on 20 May 2015.

## **630. CORRESPONDENCE**

**DC/14/2907/OUT | Outline Planning Application for up to No.61 Residential Units with all Matters Reserved except highway access. Land East Of, Haven Exchange, Felixstowe.**

Committee noted that an appeal had been made to the Secretary of State by Equity Land Limited against the decision of Suffolk Coastal District Council to refuse planning permission for the above application.

**It was RESOLVED that further information be brought to the Planning & Environment Committee in due course.**

## **631. CLOSURE**

It being the final meeting of the Plans Committee, the Chairman thanked his fellow Members and Officers for their support during throughout the term. Committee recorded a vote of thanks to the Town Clerk and the Estates Officer for their work supporting the Committee.

The meeting was closed at 10.32am. The minutes from this meeting would be brought forward to the first meeting of Council's Planning & Environment Committee; which was noted as being Wednesday 3 June 2015 at 9.15am at Felixstowe Town Hall.

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Date: \_\_\_\_\_

Chairman: \_\_\_\_\_

## **AGENDA ITEM 6: PLANNING APPLICATION RESPONSES SENT UNDER DELEGATED ARRANGEMENTS**

Committee will note that, as per Minute Ref. 628 of 2014/15, subject to advising Members of the Plans Committee 2014/15 who were re-elected as Town Councillors, the Town Clerk and Estates Officer were delegated the authority to respond to planning applications for which the deadline for comments fell before this first meeting of the new Planning & Environment Committee.

This authority was limited to applications which were not of major significance.

A summary of the responses sent to Suffolk Coastal District Council by the Town Clerk and Estates Officer under these delegated powers for those planning applications received since Plans Committee meeting held on 6 May 2015 are as follows:

- a) **DC/15/1485/FUL** | Demolition of existing house and garage. Construction of two dwellings with garages and access to Cliff Road. **67 Cliff Road Felixstowe**. Applicant Mr & Mrs P Wilson.

**Recommend REFUSAL on the grounds that the proposal for the dwelling on Plot 2 is contrary to policies DM7 and DM23 and could result in the loss of amenity and privacy for the immediate neighbour to the north and single storey dwellings to the rear.**

- b) **DC/15/1599/FUL** | Erection of single storey extension to front elevation. **Fairways, Elmcroft Lane, Felixstowe**. Applicant Mr & Mrs Hosegood.

**Recommend APPROVAL. Would request that the District Council consider whether a better relationship between the proposed extension roof and the host dwelling could be achieved in line with guidance in SPG16 where it refers to design details.**

- c) **DC/15/1636/FUL** | Rear single storey extension. **26 Felix Road Felixstowe**. Applicant Mr & Mrs K Greenwood.

**Recommend APPROVAL. Request that the District Council consider whether this application conforms to planning guidance within DM23(e) where it refers to the physical relationship with other properties.**

- d) **DC/15/1650/PN3** | Conversion of 105 and 105b, redundant and empty offices to self-contained flats. **105a and 105b Hamilton Road, Felixstowe**. Applicant Norbrook Ltd., c/o Agent.

**Recommend APPROVAL subject to confirmation that the proposal relates to 105a and 105b Hamilton Road, rather than 105 and 105b Hamilton Road as listed on the application.**

- e) **DC/15/1673/FUL** | Replacement of existing single storey modular office accommodation with new two storey modular building to accommodate operational and administrative staff for existing Container Haulage business. Accommodation to include replacement rest room facilities. **Seven Lincs Ltd Fagbury Road The Docks Felixstowe**. Applicant Seven Lincs Ltd

**Recommend APPROVAL.**

- f) **DC/15/1469/TCA** | To fell 2 Holly. To crown lift 1 no. Sycamore to 3 metres To crown lift. 2 no. Lime to 5 metres and to remove branch interfering with overhead wires from one no. Sycamore. **52 Princes Road Felixstowe**

**Recommend APPROVAL provided all work is carried out under the guidance of the Arboricultural Officer at the District Council.**

**Committee is requested to note the comments submitted to Suffolk Coastal District Council by the Town Clerk and Estates Officer under delegated powers.**

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