



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 4 May 2016** at **9.15 am** 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 20 April 2016 as a true record. **(Pages 3-5)**

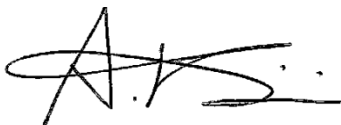
5. Planning Applications

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

- a) **DC/16/1471/FUL** | Change of use from hotel to boarding house for Felixstowe international college, this will be for up to 22 female students age 10 - 19, 2 house mothers on alternating shifts, there will be one supervising adult at all times. | **Castle Lodge Hotel Chevalier Road**
Applicant: Felixstowe Intl. E-WHA Ltd

[Link to documents](#)

- b) **DC/16/1474/FUL** | Proposed garden room | **The Beeches Martello Lane**
Applicant: Mr & Mrs D Norman [Link to documents](#)
- c) **DC/16/1531/FUL** | Proposed Rear Extension and Converted garage
13 Dellwood Avenue
Applicant: Mr & Mrs Bolton [Link to documents](#)
- d) **DC/16/1521/FUL** | Proposed alterations and extensions to existing dwelling house currently subdivided in to two residential units to provide 5 apartments/flats | **Meri Rauha 1 High Beach**
Applicant: Mr & Mrs A Stalker [Link to documents](#)
- e) **DC/16/1524/TCA** | To fell Sycamore in far RH corner of rear garden. Tree has included bark in main stem and unbalanced crown. | **4 Quilter Road**
Applicant: Mrs Sarah Stout [Link to documents](#)
- f) **DC/16/1603/TCA** | To fell 5no. Sycamore trees to front of property. To crown lift to 4.5m. over shed, Sycamore tree in neighbouring rear garden.
4 Northcliffe Court
Applicant: Mr Rodney Widderington [Link to documents](#)
6. **Consultation: Felixstowe AAP Pre-Submission Document**
To consider the soundness of the Felixstowe Peninsula Area Action Plan Pre-Submission Document and make any recommendation to Council. **(Page 6)**
7. **Business Planning 2016-20**
To consider potential business objectives for Committee for the next four years. **(Page 7)**
8. **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 7)**
9. **Correspondence**
To note any items of correspondence.
10. **Closure**
To close proceedings and confirm the date of the next meeting scheduled for Wednesday 4 May 2016 at 9.15am, Felixstowe Town Hall.



Ash Tadjrishi
Town Clerk
27 April 2016

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

AGENDA ITEM 4: CONFIRMATION OF MINUTES

MINUTES of the **PLANNING & ENVIRONMENT COMMITTEE** meeting held at Felixstowe Town Hall on **Wednesday 20 April 2016** at **9.15am**

PRESENT: Cllr A Smith (Chairman) Cllr Jon Garfield (Vice-Chairman)
 Cllr S Bird Cllr D Savage
 Cllr S Gallant Cllr S Wiles
 Cllr Jan Garfield

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

559. APOLOGIES FOR ABSENCE

Apologies for absence were received from **Cllr N Barber, Cllr G Newman** and **Cllr K Williams**.

560. DECLARATIONS OF INTEREST

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

561. REQUESTS FOR DISPENSATION

There were none.

562. CONFIRMATION OF MINUTES

It was **RESOLVED** that the **Minutes of the Planning & Environment Committee Meeting held on 6 April 2016** be signed by the Chairman as a true record.

563. 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/16/1292/FUL Change of Use of Single Ground Floor Shop to Form Two Shop Units with Fitness Studio/Gym/Martial Arts Club 3-5 Hamilton Road
Committee recommended APPROVAL subject to:	
i. Confirmation by the Environmental Health that the Noise Impact Assessment is appropriate and monitoring is	

	<p>undertaken post development to ensure that approved levels are adhered to;</p> <p>ii. Committee noted that there were no changes to the shop front proposed in the application and therefore ask that any change to signage should comply with the guidelines for the Conservation Area and subject to further planning application if necessary; and,</p> <p>iii. Noting that no hours of operation are stated in the application form, the operating hours stated in the Noise Impact Assessment be adhered to.</p>
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b	DC/16/1285/FUL Proposed extension to rear and side of property (including 1st floor) and internal alterations. 9 Beatrice Avenue
Committee noted that this application had been postponed as revised drawings were awaited from the applicant.	

c	DC/16/1002/FUL Conversion of existing 20 Bedroom Nursing Home into 5 No Apartments. Suffolk Private Retirement Home 9 Sea Road
Committee recommended APPROVAL. Committee considered the emerging policy FPP20 in the proposed Area Action Plan submission document but took the view that the policy was not applicable in this case as there was no pre-existing resort-oriented commercial use at property	

d	DC/15/3598/FUL To replace and re-site an extractor flue, to the pitched roof of the single storey kitchen at the rear of the premises, to allow the ventilation from an internally fitted 7' extraction hood, fitted with an 450 E4-K sileo axial fan. 16 Hamilton Road
Committee recommended APPROVAL.	

e	DC/16/1259/FUL Erection of rear porch 3 Cranmer House Maybush Lane
Committee recommended APPROVAL.	

f	DC/16/1259/LBC Erection of rear porch 3 Cranmer House Maybush Lane
Committee recommended APPROVAL.	

g	DC/16/1362/FUL Proposed two storey side extension 1 Wesel Avenue
Committee recommended APPROVAL.	

564. 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.

It was further NOTED that SCDC had determined that prior approval was not required for DC/16/0986/PN3: Change of use from offices (use class B1a) to up to 197 residential apartments (use class C3) including associated internal works. at Anzani House, Anzani Avenue.

565. CORRESPONDENCE

The following correspondence was received:

- i. Updated drawings for DC/16/0687/FUL | Proposed Development of Four Houses | Land At Felixstowe Lawn Tennis Club Bath Road;
- ii. Notification from SCDC that the Felixstowe Peninsula Area Action Plan had been published for representations in relation to the soundness of the document prior to formal submission. The period to submit representation being from Monday 18 April until 5pm on Tuesday 31 May 2016;
- iii. Notice of updated proposed work to trees under DC/16/1378/TPO at Marsh End, 283 Ferry Road; and,
- iv. Proposed works to a tree in the Conservation Area under DC/16/1489/TCA at 17 Beach Road East.

The Clerk advised that the Felixstowe Peninsula Area Action Plan submission document would be presented to Committee for consideration as to its 'soundness' at the next meeting.

Committee noted the correspondence.

566. CLOSURE

The meeting was closed at 11.07am. The date of the next meeting was noted as being Wednesday 4 May 2016, 9.15am at Felixstowe Town Hall.

Date: _____

Chairman: _____

AGENDA ITEM 6: CONSULTATION: FELIXSTOWE AAP PRE-SUBMISSION DOCUMENT

Suffolk Coastal has prepared two Local Plan documents which have been published for representations in relation to the soundness of the documents which members of the public, town and parish councils, landowners, agents and statutory stakeholders are invited to respond to. The period to submit representations will last for just over six weeks from Monday 18 April until 5pm on Tuesday 31 May 2016.

The Council has prepared the two Local Plan documents to assist in the delivery of the Core Strategy adopted in July 2013. Following the Issues and Options consultation and the Preferred Options consultation periods, the Council are publishing what it considers to be the “final” documents before they are submitted to the Planning Inspectorate for independent examination.

At this stage in the preparation of these documents, the national regulations restrict representations to issues which affect the soundness of the documents. The National Planning Policy Framework in paragraph 182 outlines that the local planning authority should submit a plan for examination which it considers to be “sound” – namely that it is:

Positively prepared – the plan should be prepared based on a strategy which seeks to meet objectively assessed development and infrastructure requirements, including unmet requirements from neighbouring authorities where it is reasonable to do so and consistent with achieving sustainable development;

Justified – the plan should be the most appropriate strategy, when considered against the reasonable alternatives, based on proportionate evidence;

Effective – the plan should be deliverable over its period and based on effective joint working on cross boundary strategic priorities; and

Consistent with national policy – the plan should enable the delivery of sustainable development in accordance with the policies in the National Planning Policy Framework

Committee is requested to consider any recommendation to Council as to whether to submit a representation at this stage based on the tests of soundness.

AGENDA ITEM 7: BUSINESS PLANNING 2016-2010

Council's Finance & General Purposes Committee considered proposals for a first draft Business Plan spanning the next four years from 2016 to 2020.

To assist with the formulation of the Business Plan, each of Council's committees is asked to consider potential objectives, in line with known local priorities. Following this input, F&GP will consider a final draft Plan for recommendation to Council.

Final approval and adoption of the Plan would be considered by Council following further public consultation.

Members have been provided with an early draft for discussion purposes and further consideration.

Committee is requested to consider its potential business objectives for the next four years and make any recommendation to Finance & General Purposes Committee for inclusion in to the Council's Business Plan 2016-2020.

AGENDA ITEM 8: PLANNING DECISIONS

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

DC/16/0301/FUL To extend the current vehicle repair and maintenance yard by extending the existing vehicle hardstanding to the property boundary of the adjacent plot. Walton Avenue
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DC/16/0891/FUL Construction of a Rooftop Terrace serving Flat 5 Francis Court. Francis Court 23 Leopold Road
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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
