



9 am to 4 pm Mondays to Fridays

TO ALL MEMBERS OF THE PLANNING & ENVIRONMENT COMMITTEE

Cllr A Smith (Chairman)	Cllr G Newman
Cllr Jon Garfield (Vice Chairman)	Cllr D Savage
Cllr S Bird	Cllr S Wiles
Cllr Jan Garfield	Cllr K Williams
Cllr S Gallant	

You are hereby summoned to attend a meeting of the **PLANNING & ENVIRONMENT COMMITTEE** to be held at the **Town Hall, Felixstowe** on **Wednesday 1 June 2016** at **9.15 am** for the transaction of the following business preceded by:

- i. **Public Question Time.** A maximum of 15 minutes will be set aside to enable members of the public to make representation or put questions to the Committee on any Planning & Environment matters.

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 May 2016 as a true record. **(Pages 4-7)**
5. **Planning Applications**
To consider the following planning, and other, applications received since the previous agenda:

- a) **DC/16/1505/FUL** | Covered Driving Range Building; Golf Ball dispenser and machinery store | **Felixstowe Ferry Golf Club Ferry Road**
Applicant: Felixstowe Ferry Golf Club [Link to documents](#)
- b) **DC/16/1971/FUL** | Two Storey Rear Extension | **135 Undercliff Road West**
Applicant: Mr & Mrs T Howard [Link to documents](#)
- c) **DC/16/1841/FUL** | Conservatory to be built on existing raised decking at rear of property. | **1 Sandhills Manor Terrace**
Applicant: Bayford [Link to documents](#)
- d) **DC/16/1938/FUL** | Single storey rear extension, new balcony and insulation/rendering of existing house. | **4 Western Avenue**
Applicant: Mr & Mrs Manfred Mahr [Link to documents](#)
- e) **DC/16/1920/FUL** | Proposed side/front extension to form orangery and proposed front balcony | **Old Thurlow Golf Road**
Applicant: M & Mrs M Evans [Link to documents](#)
- f) **DC/16/1320/FUL** | Change of use of existing A1 and A3 commercial units into D1 use for treatment rooms along with glazing to external decking area to create additional usable space for A3 Cafe and treatment.
Waverley Heights Wolsey Gardens
Applicant: Ms S Pavis [Link to documents](#)
- g) **DC/16/1933/FUL** | Demolition of office building (use class B1a) and redevelopment of site to provide a distribution and storage facility (use class B8), vehicle parking, gatehouse and staff welfare facilities, landscaping, access alterations and relocation of pumping station | **Anzani House Anzani Avenue**
Applicant: The Exilarch's Foundation [Link to documents](#)
- h) **DC/16/2007/VOC** | Application to vary Condition 2 on application DC/15/0363/FUL (Extensions and alterations) To permit use of weather boarding. | **19 Cliff Road**
Applicant: Roseberry Property Development Co Ltd [Link to documents](#)
- i) **DC/16/2052/FUL** | Extension to existing Garage with pitched roof to replace flat roof. | **11 Brook Lane**
Applicant: Mr Nick Loomes [Link to documents](#)
- j) **DC/16/1954/TCA** | To fell Pear tree causing damage to neighbouring property. and in deteriorating state. To thin out self-seeded saplings along rear boundary. To fell 2no. Leylandii causing heavy shading. | **Southwater 60 Tomline Road**
Applicant: Mr Kim Balshaw [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 8)**

7. Correspondence

To note any items of correspondence.

8. Closure

To close proceedings and confirm the date of the next meeting scheduled for Wednesday 15 June 2016 at 9.15am, Felixstowe Town Hall.



Ash Tadjrishi
Town Clerk
25 May 2016

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

Meetings of the Town Council and its Committees are open to the press and public who are welcome to attend

AGENDA ITEM 4: CONFIRMATION OF MINUTES

MINUTES of the **PLANNING & ENVIRONMENT COMMITTEE** meeting held at Felixstowe Town Hall on **Wednesday 18 May 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 Cllr K Williams
 Cllr G Newman

OFFICERS: Mr A Tadjrishi (Town Clerk)
 Mrs L Monsen (Mayor's Secretary)

IN ATTENDANCE: 5 Members of the Public.

PUBLIC QUESTIONS

The Chairman advised members of the public present that should they wish to make representations in relation to particular planning applications, these would be heard by the Committee and they would be invited to speak immediately prior to the application being considered.

21. APOLOGIES FOR ABSENCE

Apologies for absence were received from **Cllr K Williams**.

22. 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)
Cllr G Newman	All	Local Non-Pecuniary (as a Member of Suffolk County Council)

23. REQUESTS FOR DISPENSATION

There were none.

24. CONFIRMATION OF MINUTES

It was RESOLVED that the **Minutes of the Planning & Environment Committee Meeting held on 4 May 2016** be signed by the Chairman as a true record.

25. PLANNING APPLICATIONS

At the direction of the Chairman, Committee received comments from members of the public during consideration of this item in relation to applications (a) DC/16/1285/FUL and (j) DC/16/1817/FUL.

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/16/1285/FUL Proposed extension to rear and side of property (including 1st floor) and internal alterations. 9 Beatrice Avenue
Committee recommended APPROVAL.	
b	DC/16/1695/FUL Bedroom extension to rear replacing existing building Orchard Bungalow Park Avenue
Committee recommended APPROVAL.	
c	DC/16/1534/FUL Demolition of existing garage. Construction of new garages, workshops and stores Marsh End 283 Ferry Road
Committee recommended APPROVAL.	
d	D DC/16/1617/FUL Construction of bungalow and associated parking 80 & 82 King Street
Committee recommended APPROVAL.	
e	DC/16/1640/FUL The removal of an existing UPVC conservatory with the replacement of a double height extension of similar style and proportion to that of existing. Both elements to the North of the property. 60 Cobbold Road
Committee recommended APPROVAL, subject to the conditions relating to the new windows to the north elevation being obscured glazing, as outlined in the decision notice for the previous scheme approved (application reference C12/2485) being retained.	

f	DC/16/1538/ADI 7.5m internally-illuminated free-standing totem sign. 2-4 Langer Road
Committee recommended APPROVAL.	

g	DC/16/1642/FUL Replacement extractor flue 103-105 Hamilton Road
Committee recommended APPROVAL.	

h	DC/16/1793/ADI Illuminated Advertisement Consent - 1no new fascia sign, 1no new projecting sign and 2no internal window graphics. 35 Hamilton Road; and, DC/16/1792/FUL New shopfront, awning and signage. 35 Hamilton Road
Committee considered DC/16/1792/FUL and DC/16/1793/ADI as related proposals for this property and recommended APPROVAL.	

i	DC/16/1512/FUL Rear extension to retail unit 79 Hamilton Road
Committee recommended APPROVAL.	

j	DC/16/1817/FUL Proposed alterations & extensions including loft conversion; new porch and an orangery 12 Norman Close
Committee recommended REFUSAL based on a combination of issues of overlooking from proposed balconies and new windows to the side and rear elevations, on this very tight and intimately oriented site, and which would lead to an unacceptable degree of intrusion to the neighbours.	

k	DC/16/1853/VOC To develop original design concept to suit new owners of the site The Development hereby permitted shall not be carried out other than in complete accordance with Drawing Nos 7908-PA/16/01, 7908-PA/16/02 and 7908-PA/16/03 67 Cliff Road
Committee recommended APPROVAL.	

I	DC/16/1820/TCA 2no. Holm Oak - to crown lift by 1.5 - 2m and reduce crown by 0.5m. over road. Saville Court Victoria Road
Committee had no objections to this notification.	

26. PLANNING DECISIONS

RESOLVED that 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 be noted.

27. CORRESPONDENCE

Committee received the following correspondence:

- i. Air quality report for the Felixstowe Air Quality Management Area (AQMA) which recommended that the AQMA could now be revoked.
Committee welcomed this recommendation.
- ii. Notification of an Appeal to the Secretary of State ref. APP/J3530/C/16/3146547 against the decision by Suffolk Coastal District Council to issue an enforcement notice to Beach Station House, Beach Station Road.
Members invited the Chairman to represent the Committees views at the appeal.
- iii. Letter from the Crown and WH Smith Network regarding a public consultation on proposals to move Felixstowe Crown Post Office branch from 143 Hamilton Road to within WH Smith at 64 Hamilton Road.
Committee were generally content with the proposal but agreed that the Clerk and Chairman should draft a response to the consultation, for Council to consider, querying how the proposals would affect sorting office operations and to seek assurances that the site would be retained for commercial purposes in this town centre location.

RESOLVED that the correspondence be noted and, following concerns raised as to a possible untidy site at 105 Cliff Road, the Clerk was asked to write to SCDC and request that this be further investigated.

28. CLOSURE

The meeting was closed at 11.30am. The date of the next meeting was noted as being Wednesday 1 June 2016, 9.15am at Felixstowe Town Hall.

Date: _____

Chairman: _____

AGENDA ITEM 8: PLANNING DECISIONS

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

DC/16/1531/FUL | Proposed Rear Extension and Converted garage
13 Dellwood Avenue

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**

DC/16/0946/DRC | Discharge of Condition No. 3 of Planning Permission Consent: DC/15/4666/FUL - Change of use from tea room to A3 restaurant and A5 take-away.
5 Orwell Road

DC/16/1260/LBC | Erection of rear porch | **3 Cranmer House Maybush Lane**
DC/16/1259/FUL | Erection of rear porch | **3 Cranmer House Maybush Lane**

DC/16/1082/FUL | Siting of new electric intake cabinet together with associated access steps and guardings | **Cliff House Bath Hill**

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**

DC/16/1489/TCA | T1 - Sycamore: Fell to allow other tree space to grow to full potential. T2 - Sycamore: Remove limb growing over roof, reduce branch growing towards TV aerial back by 1.5m. Both trees in rear garden. | **17 Beach Road East**

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