



9 am to 4 pm Mondays to Fridays

TO ALL MEMBERS OF THE PLANNING & ENVIRONMENT COMMITTEE

Cllr A Smith (Chairman)
Cllr S Bird (Vice Chairman)
Cllr N Barber
Cllr S Gallant
Cllr Jan Garfield

Cllr Jon Garfield
Cllr G Newman
Cllr D Savage
Cllr S Wiles
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 1 November 2017** at **9.15 am** for the transaction of the following business:

A G E N D A

1. 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. Members of the public wishing to comment on a particular planning application may be invited to do so, at the direction of the Chairman, immediately prior to consideration of the application.

2. Apologies

To receive any apologies for absence.

3. 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.

4. 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.

5. Confirmation of Minutes

To confirm the Minutes of the Planning & Environment Committee meeting held on 18 October 2017 as a true record. **(Pages 4-7)**

6. Planning Applications

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

- a) **DC/17/4408/FUL** | To Convert first and second floor into two flats (originally offices) To demolish ground floor strong room and erect extension for stairwell to serve second flat and provide bathrooms to 1st and 2nd floor.
Reinstatement of part of balcony with balustrading at 1st floor level.
25 Orwell Road
Applicant: Stomanns Development Ltd [Link to Documents](#)

- b) **DC/17/4404/FUL** | Proposed Two Storey Rear Extension.
20 St Edmunds Road
Applicant: Mr & Mrs R Kersey [Link to Documents](#)

- c) **DC/17/4325/OUT** | outline application for one dwelling on land to the side of the house.
3 Estuary Drive
Applicant: Mr & Mrs C Veitch [Link to Documents](#)

- d) **DC/17/4402/FUL** | Rear extension.
86 Ranelagh Road
Applicant: Mr & Mrs D Meek [Link to Documents](#)

- e) **DC/17/4435/FUL** | To remove flat roof to existing side projection and erect pitch hipped roof. Change window to rear elevation for double doors.
17A Beatrice Avenue
Applicant: Mr Craig Goode [Link to Documents](#)

- f) **DC/17/3996/FUL** | Replacement of six windows, two screens & one door on south & north elevations.
Flat 2 Seagull House 5A Hamilton Gardens
Applicant: Mr J Smith [Link to Documents](#)

7. 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. **(Pages 8-9)**

8. Consultation: SCDC Local Plan Review – Issues & Options

To approve the Town Council's response to the Issues & Options Consultation for the Suffolk Coastal Local Plan Review. **(Page 10)**

9. Correspondence

To note any items of correspondence.

10. Closure

To close proceedings and confirm the date of the next meeting scheduled for Wednesday 15 November 2017 at 9.15am, Felixstowe Town Hall.



Ash Tadjrishi
Town Clerk
25 October 2017

For information (via email): All Town Councillors
 Local Press
 Felixstowe Chamber of Trade & Commerce

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 October 2017** at **9.15am**.

PRESENT: Cllr A Smith (Chairman) Cllr Jan Garfield
Cllr S Bird (Vice-Chairman) Cllr Jon Garfield
Cllr N Barber Cllr D Savage
Cllr S Gallant Cllr K Williams

OFFICERS: Mr A Tadjrishi (Town Clerk)
Mrs C A Page (Planning Administration Officer)

IN ATTENDANCE: Miss R Newman, Work Experience Student
Mr Roger Abbott, Felixstowe Chamber of Trade and Commerce.

287. PUBLIC QUESTION TIME

There were none.

288. APOLOGIES FOR ABSENCE

Apologies for absence were received from **Cllr G Newman** and **Cllr S Wiles**.

Committee conveyed its best wishes to Councillor G Newman and his wife following her recent stay in hospital.

289. 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 S Bird	All	Local Non-Pecuniary (as Members of Suffolk County Council)

290. REQUEST FOR DISPENSATION

There were none.

291. CONFIRMATION OF MINUTES

It was RESOLVED that the Minutes of the Planning & Environment Committee Meeting held on 4 October 2017 be signed by the Chairman as a true record.

292. 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	<p>DC/17/3967/FUL Erection of building containing 48 flats over ground floor commercial units. Erection of 11 houses (includes new private access road, parking and external works). Site Of The Former Cavendish Hotel Sea Road</p>
<p>Subject to the following comments being taken into account, Committee recommended APPROVAL:</p> <p>a) Provision of affordable homes should be provided; unless Suffolk Coastal District Council consider that the site is not suitable, in which case a commuted sum must be provided towards affordable homes in Felixstowe;</p> <p>b) Suffolk Coastal District Council are requested to seek clarity regarding the re-location of the Sunday Market in line with policy FPP3; and,</p> <p>c) There is an ongoing problem of significant storm water flooding at properties in close proximity of the site in Langer Road. This application needs rigorous analysis in that regard to ensure that there is no potential of any sort to be exacerbated and to explore whether the storm water aspects of this development could be arranged to mitigate the existing problem.</p>	

b	<p>DC/17/4055/FUL Rear and side extensions. 2 Looe Road</p>
<p>Committee recommended APPROVAL.</p>	

c	<p>DC/17/4057/FUL Proposed rear single storey extension and extended front porch. 7 Keswick Close</p>
<p>Committee recommended APPROVAL</p>	

d	<p>DC/17/4059/FUL New Cart Lodge to front of property. 44 Westmorland Road</p>
<p>Committee recommended APPROVAL.</p>	

e	<p>DC/17/2379/ARM Approval of Reserved Matters of Outline Application DC/14/3432/OUT - Demolition of existing building and construction of 5 dwellings with access and garaging (Outline). This is not an environment impact assessment application. Condition no. 1 - The siting of all buildings and the means of access thereto from an existing or proposed highway The design of all buildings, including the colour and texture of facing and roofing materials Landscaping A plan showing materials to be used for paved and hard surfaces and the finished levels in relation to existing levels The provision to be made for the parking, loading and unloading of vehicles The alignment, height and materials of all walls and fences and other means of enclosure The provision to be made for the storage and disposal of refuse. Condition no. 3 - Details of area for manoeuvring and parking of vehicles. Refer to drawings 17.53/100 & 101. Condition no. 5 - Details of areas to be provided for storage of refuse and regarding bins. Refer to drawings 17.53/100 & 101.</p> <p>Penfold Road</p>
<p>Committee recommended REFUSAL as the concerns expressed in its previous response still remain.</p>	

f	<p>DC/17/4053/ADN Re-branding of existing signage to include: New window graphics to glazing.</p> <p>88 Hamilton Road</p>
<p>Committee recommended APPROVAL</p>	

g	<p>DC/17/4138/FUL Replacement dwelling.</p> <p>29D Quilter Road</p>
<p>Committee recommended REFUSAL as it did not consider that the proposal would either enhances or preserves the Conservation Area.</p>	

h	<p>DC/17/3845/FUL Change of use of dwelling to HMO.</p> <p>14 Manning Road</p>
<p>Committee recommended APPROVAL</p>	

i	DC/17/4226/TCA To crown reduce maturing Oak tree on Cobbold Road frontage. Manor Court 9 The Courts
Committee had NO OBJECTIONS to the proposed works subject to the guidance of the District Council's Arboricultural Officer.	

293. 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.

294. CONSULTATION: SCDC LOCAL PLAN REVIEW – ISSUES & OPTIONS

Committee considered its draft response to the response to the Issues & Options Consultation for the Suffolk Coastal Local Plan Review.

It was **RESOLVED** that the Clerk circulate the proposed consultation submission to all Members, inviting comments to be received by 24th October in order that it may be finalised at the next Committee meeting on 1st November 2017 and formally submitted to SCDC thereafter.

295. CORRESPONDENCE

The Town Clerk advised of the following correspondence:

a) DC/17/1281/OUT - outline Application for one dwelling, Land To The Rear Of 154 To 160 Grange Road

The Clerk informed Committee that this application had now gone to appeal. The Town Council had recommended approval, however Suffolk Coastal District Council had refused the application.

b) DC/17/3352/ADN - Non-Illuminated Advertisement, 261 High Street Walton

At its meeting of 20th September 2017, Committee were of the view that the proposed sign was unnecessarily large for the character and size of the building and would not improve the street scene. The Clerk informed Committee that the application was dealt with via delegated powers at Suffolk Coastal District Council and approved.

RESOLVED that the correspondence be noted.

296. CLOSURE

The meeting was closed at 1.15pm. The date of the next meeting was noted as being Wednesday 1 November 2017, 9.15am at Felixstowe Town Hall.

AGENDA ITEM 7: PLANNING DECISIONS

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

DC/17/3787/FUL | Erection of an orangery.
48 Links Avenue

DC/17/3746/FUL | To replace wooden french doors and windows on first floor apartment with exact copies in white pvcu. Existing windows require replacements & french doors are warped. They are not fit for the purpose because of their exposed seaward position, high maintenance and poor thermal values. Work to be carried out by the supplier who in March 2016, replaced wooden doors and windows on 2 adjacent cottages & Apartment No. 2 with pvcu. The Apartment block is not visible to the public from Maybush Lane or the Promenade.
7 Cranmer Cliff Gardens

DC/17/2769/FUL | Remove existing balcony to front and ground floor structure under. New two storey, and single storey extension to the front with new balcony over the single storey. New pitched roof in place of existing flat roof to main house and garage, new mono-pitch roof to outbuildings to rear.
101 Cliff Road

DC/17/3707/FUL | A timber garden room in the rear garden near to the rear boundary.
5 Gulpher Road

DC/17/3859/TCA | T1 - . Eucalyptus - fell to ground level - Tree is close to the corner of the building and the client would like to remove tree before it becomes too large and causes problems.
Harvest House Cobbold Road

DC/17/3055/FUL | To build a Porch 4660mm long X 1840mm Wide on the side of the property, made of brick and to match height of existing bungalow.
89 Roman Way

DC/17/3350/FUL | Replacement windows and doors.
Flat 3 Ranelagh Court Ranelagh Road

DC/17/3835/FUL | Proposed extension to detached garage with replacement pitched roof.
9 Rushmeadow Way

DC/17/3974/FUL | Two Storey Rear extension.
5 Montague Road

DC/17/3975/FUL | Rear two storey extension.
7 Montague Road

DC/17/2554/FUL | Four houses in one block with associated landscaping, parking and amenity spaces.
Bath Road

DC/17/3790/TEL | Installation of 1. No. new 17.5m high telecommunications tower, 3. No. new antennas, 1. No. new equipment cabinet and associated ancillary development.
Tomline House Dock Road The Docks

DC/17/4057/FUL | Proposed rear single storey extension and extended front porch.
7 Keswick Close

Refused (and recommended for Refusal by this Committee):

DC/17/3917/FUL | To Deepen 4 No' Windows on 'Sea' Elevation.
2 Orford Road

Approved (and recommended for Refusal by this Committee):

None

Refused (and recommended for Approval by this Committee):

None

Other (the following application was neither recommended for Approval or Refusal by Committee but was Approved by SCDC:)

DC/17/3352/ADN | Non-Illuminated Advertisement.
261 High Street Walton

AGENDA ITEM 8: CONSULTATION: SCDC LOCAL PLAN REVIEW – ISSUES & OPTIONS

The Issues and Options represent the first stage of the Local Plan consultation and is the first opportunity to let SCDC know the Town Council's thoughts and ideas as to how the district should be developed up to 2036.

Council delegated authority to the Planning & Environment Committee to lead and respond to the consultation on behalf of Felixstowe Town Council and report back to advise of the response at the 8 November 2017 Ordinary Council meeting.

A public drop in session hosted by the SCDC Planning Policy team was held at Felixstowe Town Hall on Monday 18 September.

All Councillors were invited to attend workshops at the Town Hall on 2 October, 5 October and 11 October to consider the consultation questions and provide feedback for Committee's consideration.

Committee considered feedback from the workshops at its meetings of 20 September, 4 October and again on 18 October to finalise its draft submission.

The Clerk circulated the proposed consultation submission to all Town Councillors, inviting comments to be received by 24 October. A copy of the final draft submission has been provided to all Town Councillors prior to this meeting.

Committee is requested to finalise Council's formal response to the SCDC Local Plan Review Issues and Options Consultation.
