



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 29 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 15 November 2017 as a true record. **(Pages 4-8)**

6. Planning Applications

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

- a) **DC/17/4811/FUL** | Erection of single storey side extension to form ancillary annex accommodation.
1 Wrens Park
Applicant: Owner/Occupier [Link to Documents](#)
- b) **DC/17/4801/FUL** | Demolition of small rear utility & construction of 2 storey rear extension.
40 Beatrice Avenue
Applicant: Mr Tekin & Miss Hessoava [Link to Documents](#)
- c) **DC/17/4765/FUL** | Replacement Dwelling.
Spindrift, The Ferry
Applicant: Mr Waterhouse Taylor [Link to Documents](#)
- d) **DC/17/4764/FUL** | Change of use from B1 (offices) to D2 (assembly and leisure) to open a 24 hour fitness club, and installation of new glazed wall to connect 2 units.
Unit 6 Suite 21 Orwell House, Ferry Lane
Applicant: Mr Arda Saliah [Link to Documents](#)
- e) **DC/17/4373/FUL** | Enlarging and lowering the existing lower ground floor windows to the front (road side) of the house, using the same design as used in other houses in Beach Road East.
9 Beach Road East
Applicant: Mr Richard Walker [Link to Documents](#)
- f) **DC/17/4658/FUL** | New Automatic Entrance Gate.
44 Westmorland Road
Applicant: Mr & Mrs Tony Harman [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. **(Page 9)**

8. Correspondence

To note any items of correspondence.

9. Closure

To close proceedings and confirm the date of the next meeting scheduled for Wednesday 13 December 2017 at 9.15am, Felixstowe Town Hall.



Ash Tadjrishi
Town Clerk
22 November 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 15 November 2017** at **9.15am**.

PRESENT: Cllr S Bird (Vice-Chairman in the Chair) Cllr G Newman
Cllr S Gallant Cllr D Savage (*to item 355g*)
Cllr Jan Garfield Cllr S Wiles
Cllr Jon Garfield

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

In the absence of the Chairman, Vice-Chairman Cllr Stuart Bird in the chair.

350. PUBLIC QUESTION TIME

There were none.

351. APOLOGIES FOR ABSENCE

Apologies for absence were received from **Cllr N Barber, Cllr A Smith** and **Cllr K Williams**.

Apologies in advance of having to leave the meeting early were received from **Cllr D Savage**.

352. DECLARATIONS OF INTEREST

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

353. REQUEST FOR DISPENSATION

There were none.

354. CONFIRMATION OF MINUTES

It was RESOLVED that the Minutes of the Planning & Environment Committee Meeting held on 1 November 2017 be signed by the Chairman as a true record.

355. 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/17/4391/FUL Construction of first floor extensions and internal alterations. 26 Foxgrove Lane
Committee recommended APPROVAL	

b	DC/17/4624/FUL Severance of garden to Friarscroft and erection of one dwelling and garage. Friarscroft, Marcus Road
Committee recommended APPROVAL	

c	DC/17/4621/FUL Demolition of rear single storey structure. New single storey and two storey rear extensions. 7 Rosebery Road
Committee recommended APPROVAL	

d	DC/17/4663/FUL Proposed Single Storey Rear Extension and dropped kerb. 41 Felix Road
Committee recommended APPROVAL	

e	DC/17/4377/FUL The proposal seeks to provide 4 residential flats within the conversion of an existing dwelling. The development will provide 3 No two bedroom and 1 No three-bedroom flats. The three-bedroom flat will benefit from an additional tv/games room and third bedroom which will be provided within a renovated basement. Lindley House 28 Leopold Road
Committee recommended APPROVAL	

f	DC/17/4439/FUL Demolition of detached single garage and construction of single storey side extension in its place. 31 Kemsley Road
Committee recommended APPROVAL	

g	DC/17/4405/FUL Change of Use of ground floor from adult learning centre to bar/restaurant (A3). 30 Orwell Road
Committee recommended APPROVAL	

Councillor D Savage left the meeting at 10am.

h	DC/17/4463/TPO Holm Oak to west of Wycliffe House - to be felled because of heavy shading and poor amenity value. Wycliffe House High Road East
Committee OBJECTED to the proposed works and recommended crown lifting and/or pollarding the tree, subject to the guidance of the District Council's Arboricultural Officer	

356. 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.

357. CORRESPONDENCE

The Town Clerk advised of the following correspondence:

- a) Suffolk County Council – Minerals & Waste Consultation**
It was noted that the sites referred to in the Minerals and Waste Local Plan Consultation did not affect Felixstowe and no further comment was deemed necessary.
- b) DC/17/3271/VOC | Variation of Conditions 2 & 3 of Planning Consent DC/14/0848/FUL - Extension to form third storey of accommodation - Conditions to be amended to confirm approval of the works as built. Condition 3 to be amended to refer to materials and finished as indicated on the approved drawings | Bala Cottage The Ferry**

The Planning Administration Officer reported that this application had been referred to Suffolk Coastal District Council's Planning Committee, a date yet to be determined.

- c) 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. | Penfold Road**

The Planning Administration Officer reported that this application was being considered by Suffolk Coastal District Council's Planning Committee on 16th November 2017.

- d) DC/17/3431/FUL | Replacement of existing slate roof covering with Clay roman tiles - only applies to the main house. Amended scheme with reduced works | Ridley House Maybush Lane**

The Planning Administration Officer reported that this application had been referred to appeal.

- e) DC/17/4023/TCA | T1 Sycamore - to be felled because of lack of light to neighbours T2 Silver Birch - to reduce laterals to prevent contact with house. | 2 College Green**

The Planning Administration Officer reported that this application had not been received by the Town Council and the decision by Suffolk Coastal District Council was not to object to the works.

- f) Planning for the Right Homes in the Right Places Consultation**

Suffolk Coastal and Waveney District Councils had responded to the Government consultation. The Planning Administration Officer was requested to circulate the response to all Members with a brief precis of the content for information.

- g) Felixstowe Society – Archiving of Planning material**

The Planning Administration Officer informed the Committee that good progress was being made in the archiving of plans by the Felixstowe Society. As a means of appreciation, the Clerk suggested that members of Felixstowe Society who regularly attend the archiving sessions be invited to the end of the Planning & Environment Committee meeting on 13th December and to the Christmas drinks that followed the meeting.

This would enable a vote of thanks to be officially recorded, the Committee agreed to this proposal.

RESOLVED that the correspondence be noted.

358. CLOSURE

The meeting was closed at 10.14am. The date of the next meeting was noted as being Wednesday 29 November 2017, 9.15am at Felixstowe Town Hall.

Date: _____

Chairman: _____

AGENDA ITEM 7: PLANNING DECISIONS

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

DC/17/4226/TCA | To crown reduce maturing Oak tree on Cobbold Road frontage.
Manor Court 9 The Courts

DC/17/3986/FUL | Proposed dwelling.
Land At Candlet Grove, Candlet Grove

DC/17/4053/ADN | Re-branding of existing signage to include: New window graphics to glazing.
88 Hamilton Road

DC/17/2692/FUL | Removal of existing timber/metal framed windows to first and second floor levels to front and rear elevations and door to first floor level (providing access to the residential flat) and replacement with PVCu windows and door to match existing design.
54 Hamilton Road

Refused (and recommended for Refusal by this Committee):

DC/17/4138/FUL | Replacement dwelling.
29D Quilter Road

DC/17/4325/OUT | Outline application for one dwelling on land to the side of the house.
3 Estuary Drive

Approved (and recommended for Refusal by this Committee):

None

Refused (and recommended for Approval by this Committee):

None