



9 am to 4 pm Mondays to Fridays

TO ALL MEMBERS OF THE PLANNING & ENVIRONMENT COMMITTEE

Cllr A Smith (Chairman)	Cllr Jon Garfield
Cllr S Bird (Vice Chairman)	Cllr G Newman
Cllr N Barber	Cllr D Savage
Cllr S Gallant	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 6 September 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 23 August 2017 as a true record. **(Pages 3-7)**

6. Planning Applications

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

- a) **DC/17/3350/FUL** | Replacement windows and doors.
Flat 3 Ranelagh Court Ranelagh Road
Applicant: Ms Pauline Crosby [Link to Documents](#)
- b) **DC/17/3539/COU** | Proposed Change of use of first floor residential flat to commercial use by funeral service.
Montreal House 126 High Road West
Applicant: Mr Luke Farthing [Link to Documents](#)
- c) **DC/17/3541/TCA** | To fell 2no. Lime and 1no. Sycamore to front of Flat 1 in communal area.
Flat 1 52 Princes Road
Applicant: Mrs Tracey Hammond [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 8)**

8. Street Naming & Numbering – 197 dwellings, land off Ferry Road

To consider proposals for the naming of new roads. **(Page 8)**

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

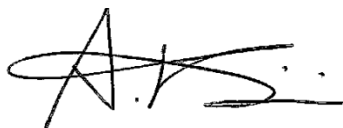
To consider the Issues & Options Consultation for the Suffolk Coastal Local Plan Review. Deadline to respond: 30th October 2017. **(Page 9)**

10. Correspondence

To note any items of correspondence.

11. Closure

To close proceedings and confirm the date of the next meeting scheduled for Wednesday 20 September 2017 at 9.15am, Felixstowe Town Hall.



Ash Tadjrishi
Town Clerk
30 August 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 23 August 2017** at **9.15am**.

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

OFFICERS: Mrs D Frost (Deputy Town Clerk)
Mrs C A Page (Planning Administration Officer)

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

IN ATTENDANCE: 4 Members of the public.
Mr Roger Abbott, Felixstowe Chamber of Trade of Commerce

177. PUBLIC QUESTION TIME

The Chairman advised that he would invite the members of the public to make their representations immediately prior to the application being considered.

178. APOLOGIES FOR ABSENCE

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

179. 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 S Wiles	All	Local Non-Pecuniary (as Members of Suffolk County Council)
Cllr Jan Garfield	182(d)	Local Non-Pecuniary (as Chairman of the Felixstowe Society)

180. REQUEST FOR DISPENSATION

There were none.

181. CONFIRMATION OF MINUTES

It was RESOLVED that the Minutes of the Planning & Environment Committee Meeting held on 9 August 2017 be signed by the Chairman as a true record.

182. **PLANNING APPLICATIONS**

At the direction of the Chairman, Committee heard from the members of the public attending in relation to application (d) and considered this application first.

Concerns raised by the public centred on the issues relating to the vast changes in the appearance of Bala Cottage compared to the original application. It was pointed out that since the approval of the initial plans the floor space had increased and the inclusion of habitable accommodation on the ground floor was a flood risk.

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/17/3211/FUL Proposed development of the land between Treetops and Candlet Road to construct a total of 6 new dwelling houses with associated hard and soft landscaping including new access road from Treetops - as well as the construction of an acoustic bund wall and fence to the perimeter of the site adjoining Candlet Road. Land between Treetops and Candlet Road
Committee recommended APPROVAL. However, Members voiced their concerns that the land at the eastern end of the site did not appear to be in the curtilage of the proposed dwellings and therefore Members seek assurance on who would be responsible for ongoing maintenance of this land.	
b	DC/17/3268/FUL Change of Use of land for the storage of caravans (resubmission of DC/16/4127/COU). Cowpasture Farm, Gulpher Road
Committee recommended APPROVAL with the proviso that the siting of the caravans is strictly within the boundary of the proposed site.	
c	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
Committee felt that this amended application albeit with a reduced area of clay barrel tiles did not preserve and enhance this unique building in the Conservation Area and therefore recommended REFUSAL.	

d	<p>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</p>
<p>In consideration of the numerous variations of the approved plans of DC/14/0848/FUL of 2014, Committee had regard to the following three issues:</p> <p>1) The approved plans provided a ground floor containing no habitable rooms, however the revision now includes a bedroom and a studio. In recognition of the fact that this is a high risk flood area, most recently severely flooded in 2013, committee consider this to be contrary to planning policy.</p> <p>2) Committee note that the original approved plans contained open verandas and balconies on both the ground and first floors. It was noted that these have been enclosed along part of their length on both floors. This significantly detracts from the Edwardian style and character of the original Bala Cottage and is contrary to DM21.</p> <p>3) The alterations from the approved plans are extensive and significant. These include major alterations to the fenestration pattern and elevation treatments. Consequently the entire appearance of the building bears no resemblance to the approved plans. Committee feels that this difference would warrant a new planning application rather than a request to vary conditions.</p> <p>Therefore Committee recommended REFUSAL</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>

Members noted the proposed installation of a mirror within the site. Members felt this did not alter the Committee's previous concerns regarding the proposed access and egress arrangements to the parking area, which were likely to cause vehicles stopping/reversing on to a public highway when confronted by a vehicle leaving the access. Committee therefore recommended REFUSAL

f	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
Committee recommended APPROVAL	

g	DC/17/3299/FUL Proposed detached garage. 22 Tomline Road
Committee recommended APPROVAL	

h	DC/17/3318/FUL Change of use of first and second floor to single residential flat. 9A Cobbold Road
Committee recommended APPROVAL	

i	DC/17/3471/FUL Construction of a minimum 1.0m width concrete footpath to run immediately landward of a rock armour revetment. Installation of a 2.1m high steel palisade fence at the cliff toe, to the landward side of the footpath, with 3 lockable gates to allow access for adjacent landowners to the footpath. A steel modular guardrail to be installed to protect users of the footpath from the rock revetment hazard. Timber access steps of 1.0m width will be installed at each end of the footpath to enable beach to path access. Brandeston, Golf Road
Committee strongly welcomed this application which would significantly enhance the tourist offer and therefore recommended APPROVAL	

183. 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.

184. CORRESPONDENCE

There was none.

185. CLOSURE

The meeting was closed at 11.30am. The date of the next meeting was noted as being Wednesday 6 September 2017, 9.15am at Felixstowe Town Hall.

AGENDA ITEM 7: PLANNING DECISIONS

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

DC/17/2912/TCA | Front garden on boundary with Premier Inn 1 x self Set Sycamore, Fell to ground level Reason: The tree is of low amenity value, it is a poor specimen and causing damage to our property and fouling telephone wires. The tree is 1.2m from the property, it is approx.12m in height, spread of 3.5m and trunk girth of 49cm circumference.

3 Undercliff Road West

DC/17/2959/TCA | Trees numbered s per application & site plan Rear garden T1 Holm Oak : Top & front branch hanging over garden reduce back by 20 to 30%, Left hand side (lower branch) over neighbour reduce back to trunk T2 Holm Oak: Top reduce back by 20 to 30% (shape to remain), right hand side (over garden) reduce back by 20% The 2 trees are beginning to encroach on the garden creating an environment where nothing will grow underneath.

Maytree House 60 Maybush Lane

DC/17/3063/TCA | Communal garden area: To fell 1no. Beech, 3no. Holm Oaks, 1no. Holly To coppice 5no. additional Holm Oaks Reason: for enhanced sea view, and view of gardens.

Martello Place Golf Road

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

AGENDA ITEM 8: STREET NAMING AND NUMBERING – 197 DWELLINGS, LAND OFF FERRY ROAD

At the meeting of the Planning & Environment Committee meeting held on 9th August 2017 Members noted that the developers for the above site were proposing it be named Laureate Fields, with road names relating to poets laureate. Committee were not in favour of the poets laureate theme and expressed a preference for a naming theme that was relevant to the local area. It was agreed that Felixstowe Society would be consulted and invited to contribute some suggestions.

Committee is requested to consider names for five road names, two walk names and three block names for the naming of roads for the development of 197 dwellings, land off Ferry Road.

AGENDA ITEM 9: CONSULTATION: SCDC LOCAL PLAN REVIEW – ISSUES & OPTIONS

Suffolk Coastal District Council is undertaking a Local Plan Review, beginning with the Issues and Options document which is published for public consultation from Friday 18th August until Monday 30th October 2017. The consultation document and other supporting information can be found through this link:

<http://www.eastsuffolk.gov.uk/planning/local-plans/suffolk-coastal-local-plan/local-plan-review/help-plan-the-future-of-the-district/>

The Issues and Options consultation document is presented in two parts. Part 1 has been prepared in conjunction with Ipswich Borough Council to identify the strategic cross boundary issues affecting the two local authorities. Part 2 focus on issues specific to Suffolk Coastal. SCDC are inviting comments from the Town Council on the questions and issues relevant to Felixstowe.

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

- Sustainability Appraisal Scoping Report,
- Sustainability Appraisal Site Assessments,
- Supporting evidence base documents in relation to housing and employment needs.

Copies of the consultation document, Sustainability Appraisal documents and evidence base documents are available on the Council's website at

<http://www.eastsuffolk.gov.uk/planning/local-plans/suffolk-coastal-local-plan/local-plan-review/>

Given the 30th October consultation deadline, Committee may wish to consider seeking delegated authority from Council at the 13th September meeting to lead and respond on its behalf, reporting back to advise of the response at the 8th November 2017 meeting. Planning & Environment Committee meetings are scheduled to take place on 20th September, 4th and 8th October during the consultation period and it is proposed that this consultation be a standing agenda item at each of those meetings in order to progress the Council's submission.

Committee may also wish to consider hosting a workshop at some point during the consultation period to enable all Town Council Members to contribute their feedback prior to the formal response being submitted to Suffolk Coastal District Council. The Clerk is making enquiries with the SCDC Planning Policy Team to see whether they would be able to support such a workshop.

Committee is requested consider its approach to the SCDC Local Plan Review Issues and Options Consultation, which runs to 30th October 2017, making any recommendations to Council it deems necessary.