



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 7 February 2018** 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 24 January 2018 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/18/0273/FUL** | Provision of 17 new beach huts on boat park area.
Beach Hut Site, Cliff Road
Applicant: Mr Andrew Jarvis, SCDC [Link to Documents](#)
- b) **DC/18/0272/FUL** | Beach platform repairs and extension and the provision of 6 new beach huts.
Beach Hut 1 Pier, South Sea Road
Applicant: Mr Andrew Jarvis, SCDC [Link to Documents](#)
- c) **DC/18/0167/FUL** | Demolition of existing buildings and construction of 10 new dwelling houses.
Animal Welfare Centre, 333 High Street Walton
Applicant: Mr J Bobbin [Link to Documents](#)
- d) **DC/18/0360/FUL** | Rear extensions.
52 St Georges Road
Applicant: Mr & Mrs N Eastwood [Link to Documents](#)
- e) **DC/18/0372/FUL** | Demolition of existing rear single storey kitchen to make way for new open plan kitchen and dining area.
94 Ranelagh Road
Applicant: Mr & Mrs C MacLeod [Link to Documents](#)
- f) **DC/17/5383/FUL** | Proposed change of use from care home returning to original use being 2 residential dwellings.
The Haven, 4-6 Cavendish Road
Applicant: Mr & Mrs S Ladell [Link to Documents](#)
- g) **DC/18/0216/PN3** | The proposed development is for the ground floor to remain as a commercial unit (Coop Funeral Care) with the existing offices on the first & second floors beam developed to form three one bedroom flats.
92 Hamilton Road
Applicant: Mr Nigel Parker [Link to Documents](#)
- h) **DC/18/0242/FUL** | Erection of a pre-fabricated timber framed single storey annexe in the main residences garden, for an ancillary residential use.
96 Cobbold Road
Applicant: Mrs Sarah Collins [Link to Documents](#)

- i) **DC/18/0366/TPO** | To fell mature Sycamore tree in rear garden - tree is causing numerous problems to the adjacent house.

11 Cloncurry Gardens

Applicant: Mrs Fiona Cable

[Link to Documents](#)

- j) **DC/18/0249/TCA** | Sycamore T1 - reduce crown by 2.5m to allow more light into garden. Lime T2 - crown thin by 30% to allow more light to neighbour.

32 Berners Road

Applicant: Mr Alan Curtiss

[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 9-10)**

8. SCDC Consultation on the introduction of a licensing policy for Rickshaws.

To consider a response to Suffolk Coastal District Council on its proposed introduction of a policy to cover licensing Rickshaws and similar vehicles.

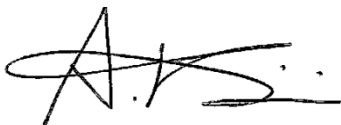
(Pages 10-12)

9. Correspondence

To note any items of correspondence.

10. Closure

To close proceedings and confirm the date of the next meeting scheduled for Wednesday 21 February 2018 at 9.15am, Felixstowe Town Hall.



Ash Tadjrishi

Town Clerk

31 January 2018

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

449. CONFIRMATION OF MINUTES

It was **RESOLVED** that the Minutes of the Planning & Environment Committee Meeting held on 10 January 2018 be signed by the Chairman as a true record.

450. 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:

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| a | DC/17/5410/FUL Minor extensions to form two new 1 bed flats, reconfiguration of car parking and entrance area, erection of new entrance canopy, relocation of bin store, provision of secure cycle storage, provision of secure drying area, revisions to cladding and fenestration, provision of low level bollard lights to parking area and courtyard garden, and associated works. Yetton Ward House Cricket Hill Road |
| Committee noted revised proposals associated with this application which addressed a number of issues submitted by the residents of Yetton Ward House. Recommended APPROVAL. | |

Having declared a Disclosable Pecuniary Interest Cllr D Savage left the meeting.

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| b | DC/18/0021/FUL Conversion of existing four storey house to three self-contained flats Small porch extension and alterations to one area of roofing. 8 High Beach |
| Whilst Committee generally welcomes provision of quality housing of this nature, in this particular location parking is a significant issue. Therefore, as this application contravenes Suffolk Advisory Parking Standards and policy DM19, Committee recommended REFUSAL. It was noted that parking is also exacerbated by a lack of turning opportunity in this blind cul de sac location. | |

At this point, 9.35am, Cllr K Williams joined the meeting.

Cllr D Savage returned.

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| c | DC/17/5409/FUL Single storey front and rear extensions to a detached two-storey property to provide a reception room to the front of the property and extended kitchen and utility room to the rear. Rear extension replaces the existing conservatory. Front extension to project 900mm ahead of the face of the existing house to allow for retention of the garage, as indicated on the supplied drawings. 74 Links Avenue |
| Committee recommended APPROVAL | |

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| d | DC/17/5413/FUL Two storey side extension. The Brook, Gulpher Road |
| Committee recommended APPROVAL | |

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| e | DC/18/0108/FUL Construction of a rear extension to enlarge kitchen & front entrance hall extension. 24 Exeter Road |
| Committee recommended APPROVAL | |

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| f | DC/18/0083/ARM 1. Access, appearance, landscaping, layout, scale. 4. Access from DC/17/3235/OUT. Land Adjacent 3 Exeter Road |
| Committee recommended APPROVAL | |

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| g | DC/18/0012/VOC Application to vary condition 2 of DC/15/0151/FUL (Erection of new building, part commercial/part residential) to allow for the alteration to the design of the ground and first floor so as to allow parts of the existing building to remain. North Sea Hotel, Sea Road |
| Committee recommended APPROVAL | |

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| h | DC/18/0049/FUL The proposal is for a single-storey rear and side extension in order to create an open planned Living Room area with a new Bathroom at ground floor level, which is required for ease of use for my client as the existing Bathroom is at first-floor level. 37 Church Lane |
| Committee recommended APPROVAL | |

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| i | DC/18/0014/FUL Garden annexe. 5 Kings Fleet Road |
| Committee recommended APPROVAL subject to a condition to prevent future use as a separate dwelling, in accordance with policy DM6. | |

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| j | DC/17/5432/FUL Addition of freestanding asgard metal shed, colour green, to gable end of building to allow storage of chairs and tables when required. Dimensions of shed 7' x 7' - see PA HT 4 attachment. The shed is police approved for security. Maidstone Hall, 127 Maidstone Road |
| Committee recommended APPROVAL | |

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| k | DC/17/5453/FUL To replace all seven windows of house and rear patio door with replica PvcU units in white. The existing windows and patio door have been ravaged by the sea air over the past seventeen years and are warped, rotten, drafty, require a lot of maintenance and have a very poor thermal characteristic. The PvcU replacements are a high quality product, low maintenance and have excellent thermal properties. 12 Red Hall Court |
| Committee recommended APPROVAL | |

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| l | DC/18/0042/TCA T1 Silver Birch - crown reduce by 25-30% T2 Robinia - crown reduce by 20% Both trees in rear garden. 12 Stanley Road |
| Committee had NO OBJECTIONS to the proposed works subject to the guidance of the District Council's Arboricultural Officer. | |

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| m | DC/18/0107/TCA To fell Silver Birch to south of house. 1 Northcliffe Court |
| <p>Committee OBJECTED to this application as no evidence from a professional arboriculturalist as to the value of the tree or its alleged risk to the property was presented. Moreover, as the tree makes a significant contribution to the character and appearance of the Conservation Area, Committee requests that a Tree Preservation Order be considered.</p> | |

451. 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.

452. CORRESPONDENCE

The Town Clerk advised of the following correspondence:

a) Shared Space Review

Committee noted the Shared Space Review by the Chartered Institution of Highways & Transportation.

RESOLVED that the correspondence be noted.

453. CLOSURE

The meeting was closed at 10.45am. The date of the next meeting was noted as being Wednesday 9 February 2018, 9.15am at Felixstowe Town Hall.

AGENDA ITEM 7: PLANNING DECISIONS

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

DC/17/5217/FUL | Refreshments kiosk.
Landguard 1 Car Park, View Point Road

DC/17/3845/FUL | Change of use of dwelling to HMO.
14 Manning Road

DC/17/5120/FUL | New replacement dwelling.
Soundings Golf Road

DC/17/5390/VOC | Variation of Condition No. 2 of DC/17/2554/FUL - Four houses in one block with associated landscaping, parking and amenity spaces. - The approved plans have been amended to take into account updated site conditions, amended building position, simplified parking arrangements, revised bin store position and revised external cladding material. Revised drawing relevant are:- 2284.16.203A - proposed elevations 2284.16.204A - site layout 2284.16.205A - externals layout The condition to be varied to allow the revised plans in lieu of the previous approval.
Bath Road

Refused (and recommended for Refusal by this Committee):

None

Approved (and recommended for Refusal by this Committee):

DC/17/5030/FUL | Proposed two storey front extension including balcony, garage extension to form studio and alterations.
33 Norman Close

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

DC/17/4402/FUL | Rear extension.
86 Ranelagh Road

Refused (and recommended for Approval by this Committee):

None

Approved by *Suffolk County Council* (and recommended for Approval by this Committee)

DC/17/5239/CCC | Variation of Condition 1 of Planning Permission C12/1284 to extend retention of the temporary unit for further 5 Years.
Community Centre Felixstowe Academy Maidstone Campus Maidstone Road

AGENDA ITEM 8: SUFFOLK COASTAL DISTRICT COUNCIL CONSULTATION ON THE INTRODUCTION OF A LICENSING POLICY FOR RICKSHAWS

Suffolk Coastal District Council is considering introducing a policy for the licensing of Rickshaws and similar vehicles. The Licensing & Health Committee has agreed a draft for consultation with the taxi trade, police, highways, Town Councils and the Norse Depot to get feedback about what the requirements should be if they were licensed.

Draft Consultation – consultation period 29.01.18 – 26.03.18

Auto-Rickshaws or Tuk-Tuks are motorised, (electric motor or traditional internal combustion) typically with three wheels, designed for various uses one of which being for the purpose of carrying fare paying passengers – normally two or three although larger vehicles can carry up to 6 passengers. Cycle-Rickshaws or Pedicabs, are pedal powered cycles (sometimes electrically assisted) with typically three or four wheels, used for the purpose of carrying fare paying passengers – normally two.

Customarily this form of transport is offered during the summer months, covering scenic routes (and quite often by the coast). For either category of vehicle, motorised or un-motorised, utilising a vehicle of this type to transport passengers on a 'hire and reward' basis would require regulation.

PROPOSAL

To introduce a new policy to licence rickshaw-type vehicles for use within the Suffolk Coastal District and it is suggested that:-

GENERAL:

- (a) The vehicles should be restricted to predetermined routes, notified to the Licensing Team, having been pre-agreed with the relevant Town Council rather than ply for hire on the ranks used by the hackney carriage vehicles; for this reason, rickshaws would need to park on private land when not in use.
- (b) The rickshaw would need to be of a design which has the driver/rider to the front and the passengers seated to the rear.
- (c) There would be no requirement for the rickshaws to have a taxi-meter fitted but a tariff of fares relating to the route would have to be displayed.
- (d) To limit the vehicles whether pedalled, electrically motorised or powered by the traditional two-stroke engine, to three wheels.
- (e) The safe number of passengers that could be carried in each vehicle would be assessed and determined by the Senior Vehicle Examiner and this number would be displayed on the licence plate.
- (f) The vehicle licence plate, issued by the council, would have to be affixed to the outside of the rear of the vehicle; this plate would also display the expiry date of the licence.
- (g) Any licence/s would be revoked in the event of the Council being reasonably satisfied that a breach of any conditions applying to the Council's licence or any act or byelaw relating to rickshaws had occurred.

DRIVERS:

- (h) that in order to become licensed the drivers/riders of such vehicles:-
- (i) All applicants would be required to show proof of eligibility to work within the UK (in line with current Immigration laws relating to licensed drivers);
- (ii) All licensees would need to have held a full UK DVLA driving licence in respect of motor cars for one year (in line with the policy for all licensed drivers) and must produce this with their application;
- (iii) On application and thereafter every three years licensees would be subject to a DVLA Data Subject Enquiry Report;
- (iv) On application, and thereafter every three years licensees would be required to undergo an enhanced Disclosure and Barring check.
- (v) All licensees would be required to produce a current medical certificate, to the DVLA Group 2 standard, showing that they are physically fit to operate a rickshaw. For the purposes of this requirement, medical certificates are valid until the age of 45 after which time a new certificate must be submitted every 5 years to the age of 65 then annually thereafter.

The geographical and driving standards test that hackney carriage applicants undergo could be waived for the purposes of this type of licence however, on completion of these tests a 'rickshaw' driver could upgrade to a hackney carriage driver.

VEHICLES:

- (i) A fully paid up insurance policy in respect of the vehicle, covering public liability insurance in the sum of £5 million* would be required during the term of the licence and this policy would have to be produced to an authorised officer of the Council at such times and at such places as may be reasonably required.
*The current level of public liability insurance required for Pleasure Boats and Horse-Drawn Carriages licensed by Suffolk Coastal DC.
- (j) Auto-rickshaws would need to comply at all times with the law and the licensee shall produce such evidence of insurance, MOT, registration and excise licence as the Council may require.
- (k) Cycle-rickshaws would need to comply, where practicable, with:
 - (i) The Pedal Cycle (Construction and Use) Regulations 1983
 - (ii) The Pedal Bicycle (Safety Regulations) 2003
 - (iii) The Electrically Assisted Pedal Cycle Regulation 1983 (where appropriate)And in addition, have two rear position lamps and two rear reflectors.
- (l) The vehicle would have to be produced for examination and inspection at an approved garage prior to being licensed and then annually prior to each renewal and at such times and at such places as may reasonably be required.
- (m) The Council should be notified if any alteration is proposed to be made to any part of the vehicle before such alteration is carried out.
- (n) Vehicles would need to be fitted with seatbelts or lap belts which will be adequate to retain the passenger in the vehicle and must bear an EC or BSI mark.
- (o) The vehicle would need to be kept in good order, the inside and outside clean and braking machinery efficient and all fixtures and fittings on the rickshaw are to be well maintained at all times.

- (p) Vehicles would need to comply with the Road Vehicle Lighting Regulations 1989 and in addition, any other electrical equipment fitted must be maintained in good condition and be fully functional.
- (q) Tyres would have to have a clearly visible tread pattern over the entire circumference and over the full breadth of the tyre with no exposed chord. Tyres must also be suitable for the proposed load being carried.
- (r) The floor of the carriage would have to be covered with mats of a suitable material.
- (s) The vehicle would have to either have a watertight roof and a means of opening and closing windows or, in the case of an open carriage, be used in fair weather conditions only.
- (t) The seats of the vehicles would need to be properly cushioned or covered; fittings and furniture would have to be kept clean and adequate for the convenience of persons conveyed therein.
- (u) Wheels in the vicinity of the passenger compartment would need to be covered for the protection of the passengers and their clothing.
- (v) A basic first aid kit would need to be carried on all vehicles.
- (w) All accidents involving the rickshaw would have to be notified to the Council, by the proprietor, within 72 hours.
- (x) An unfit vehicle notice could be issued by an authorised officer of the Council, to any operator or driver whose vehicle is deemed unfit to use or whose vehicle is in breach of any of the above proposed conditions. The unfit vehicle notice would prohibit the vehicle being used until the defect had been rectified to the satisfaction of the authorised officer.
- (y) The licence would be revoked in the event of the Council being reasonably satisfied that a breach of the foregoing conditions or any act or byelaw relating to hackney carriages has occurred.

Committee is requested to consider a response to Suffolk Coastal District Council on the introduction of a licensing policy for Rickshaws.
