



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 M Jepson
Cllr G Newman
Cllr D Savage
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 4 July 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 20 June 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/18/2198/FUL** | This application seeks the temporary installation of a two storey Portakabin for a period of 4 years. This building is to replace and older, modular building already onsite that is at the end of its life.
Wincanton Container Logistics 1 Walton Avenue
Applicant: Joni Forsdike-King [Link to Documents](#)
- b) **DC/18/2502/FUL** | Extension to lorry park to provide 36 bays
Former Routemaster Hotel And Offices Walton Avenue
Applicant: Mr M Lawson [Link to Documents](#)
- c) **DC/18/2526/FUL** | New raised decking and balustrade to replace existing, introduction of French doors, and replacement Juliette balconies with 1.8m glass screens.
Cotman Lodge Garfield Road
Applicant: Mr Paul Jeffery [Link to Documents](#)
- d) **DC/18/2539/FUL** | Proposed Balcony
Langer Ridge 13 South Hill
Applicant: Mr & Mrs Dean [Link to Documents](#)
- e) **DC/18/2421/FUL** | Convert remaining part of original garage to form utility room under existing lean-to roof
41 Valley Walk
Applicant: Mr & Mrs S Cullum [Link to Documents](#)
- f) **DC/18/2327/FUL** | Single Storey Rear Extension
111 Undercliff Road West
Applicant: Mr & Mrs G Chesworth [Link to Documents](#)
- g) **DC/18/2404/FUL** | Single storey conservatory to the rear of the property. Edwardian style - white uPVC
Bramleys Park Avenue
Applicant: Mr Terry Featherstone [Link to Documents](#)
- h) **DC/18/2473/TCA** | To fell 2no. Limes and 3no. Sycamores causing damage to footpath surfaces and drains.
31 Cobbold Road
Applicant: Mr Mazur [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 Local Plan First Draft Consultation

To consider the timetable and process for responding to the SCDC Local Plan First Draft Consultation. **(Pages 11-12)**

9. Correspondence

To note any items of correspondence.

10. Closure

To close proceedings and confirm the date of the next meeting scheduled for Wednesday 18 July 2018 at 9.15am, Felixstowe Town Hall.



Ash Tadjrishi
Town Clerk
27 June 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

87. PLANNING APPLICATIONS

At the direction of the Chairman, Committee heard from members of the public attending in relation to applications (a) and (b).

In respect of item (a) below, Committee noted public concerns about increased traffic, parking issues and possible hazards to pedestrians if driveways were permitted to be located in close proximity to the main site entrance.

In respect of item (b) below, Committee noted public concerns about detriment to residential amenity, parking issues, and scale of the proposals for two dwellings at this location in comparison to the outline approval which had been previously given.

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/18/1993/FUL Creation of 5 no. three and four bedroom detached houses plus associated driveways and parking that take access from Ferry Road (re-plan of the scheme approved as part of the reserved matters for the wider site). Plots 1, 2, 9, 10 And 11 Land West Of Ferry Road Residential Centre Ferry Road
Committee recommended APPROVAL.	

b	DC/18/2206/FUL Construction of a pair of detached dwellings (revised scheme to previous permission DC/15/4268/FUL) 1 & 3 Margaret Street
Committee recommended REFUSAL. The site has a troubled planning history and in our view the approved plans under DC/15/4268/FUL are the most appropriate for the site. This new proposal, which increases the accommodation, clearly increases the massing of the building when compared to the original. Furthermore, there is a demonstrable need for two bedroom properties for which this is eminently suitable. Therefore the increase to three bedrooms does not service that need and only serves to intensify the use of the site. The proposal is also clearly more detrimental to the amenity of 199 Maidstone Road. We believe for those reasons this application is contrary to DM7 (cramped form), DM23 (physical relationship) and DM21(a) (size and scale/massing) and is not In keeping with the unique local street scene of James Boden Close, which has its own particular character, identity, and sense of community, which is highly valued by existing residents.	

c	DC/18/1834/OUT Outline Application to convert the two main existing buildings, as previously occupied by the Police, into a total of 18 apartments together with associated external works, landscaping and parking. The application also looks to demolish some existing outbuildings to allow for the provision of two new dwelling houses Police Station 32 High Road West
Committee recommended APPROVAL. Committee greatly welcomes the use of this site as residential units, in particular the provision of 1 & 2 bedroom accommodation. We note that 6 affordable properties are to be provided and ask SCDC to ensure that this provision is realised.	

d	Land DC/18/2280/ARM Approval of Reserved Matters of DC/17/1281/OUT - in accordance with scheme shown on drawings 3857/01B and 03B - for one dwelling To The Rear Of 154 To 160 Grange Road
Committee recommended APPROVAL.	

At this point, Cllr K Williams left the meeting.

e	DC/18/2318/FUL To extend to rear of property for larger living room and kitchen 27 Lynwood Avenue
Committee recommended APPROVAL.	

f	DC/18/2334/FUL Proposed Single Storey Rear Extension 7 Lodge Farm Drive
Committee recommended APPROVAL.	

g	DC/18/2281/ADI Proposed Illuminated Projecting Sign 61 Hamilton Road
Committee recommended APPROVAL.	

h	<p>DC/18/2291/FUL Currently the area on the first floor has historically been used as a cafe and the premises already holds an A3 licence for this purpose. The premises are currently closed. I am proposing to add an A5 licence to the property so that I can provide a Takeaway service as well as serving food on the premises. To facilitate this, I will be fitting a new kitchen and external ducting to control the odour and noise extraction from the kitchen</p> <p>Hamilton Tea Rooms 134 Hamilton Road</p>
<p>Committee recommended APPROVAL in principle for the change of use. However, as there was no information about the 2nd Floor Flat and whether it was occupied, Committee request that SCDC ensure that it establishes this and, if so, consider whether the proposed ducting arrangements are appropriate.</p>	
i	<p>DC/18/2199/FUL Proposed study, garage extension and internal alterations to two storey detached residence.</p> <p>1 Lansdowne Road</p>
<p>Committee recommended APPROVAL, but would like to draw attention to the re-use of a previous application, with incorrect details for current application.</p>	
j	<p>DC/18/2248/FUL Change of use of Ground Floor to A3</p> <p>104 Hamilton Road</p>
<p>Committee recommended APPROVAL.</p>	
k	<p>DC/18/2323/FUL To extend for larger hall on Roman Way elevation</p> <p>85 Roman Way</p>
<p>Committee recommended APPROVAL.</p>	
l	<p>DC/18/2393/TCA In rear garden: Bay tree to be reduced in height by 50% and shaped Silver Birch to be crown raised and reduced by 30%</p> <p>104 Ranelagh Road</p>
<p>Committee had NO OBJECTIONS to the proposed works subject to guidance of the District Council's Arboricultural Officer.</p>	

88. 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.

89. CORRESPONDENCE

The Chairman advised that the District Council had reported that its Housing Land Supply Assessment covering the period 1st April 2018 to 31st March 2023 had now been published and was showing a housing land supply of 9.3 years.

Committee NOTED the correspondence.

90. CLOSURE

The meeting was closed at 11.19am. The date of the next meeting was noted as being Wednesday 4 July, 2018, 9.15am at Felixstowe Town Hall.

AGENDA ITEM 7: PLANNING DECISIONS

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

DC/18/1731/FUL | New Balcony to existing three storey residential detached property. No internal alterations.
69 Cliff Road

DC/18/1825/OUT | Outline proposal for one dwelling on side gardens
25 Springfield Avenue

DC/18/1656/FUL | Small extension to the rear of the property - The first floor currently covers about 70% of the house 'footprint'. The proposals extend the first floor to cover the full footprint (similar to area at round floor). This includes a new roof over part of the house. A new roof pitched roof over the garage (currently flat roof with redundant balcony). Alterations to materials, fenestration etc. to all external elevations. Significant internal alterations to layout.
26 Cliff Road

DC/18/1669/FUL | To extend single storey bungalow on west flank for bedroom & wet room. Clad north & south flanks of existing bungalow with Hardi-Plank. Block existing dining room window & move kitchen window.
65 Roman Way

DC/18/1617/ADI | Illuminated Advertisement Consent - Non Illuminated Logo and Letters, Non Illuminated Aluminium Panels, Non Illuminated Projecting Sign, and Internally Illuminated ATM Surround
72 Hamilton Road

DC/18/1446/FUL | 30m2 office extension and conversion of one large flat to two smaller flats
156-158 Hamilton Road

DC/18/1955/FUL | Replacement of three windows to North elevation
15 Red Hall Court

DC/18/1882/TCA | T1 Walnut - Section fell to ground level
46 Leopold Road - Responded

DC/18/2102/TCA | G1 - 6 Sycamores in rear garden - prune regrowth to previous pruning points. If possible the applicant would like approval for this to be carried out on an annual basis
Villa Bonita 58 Maybush Lane - Responded

Refused (and recommended for Refusal by this Committee):

None

Approved (and recommended for Refusal by this Committee):

DC/18/0951/FUL | To erect a new timber framed building approx 3m - 4m to be used as part time hair salon & summer house
56 Valley Walk

Refused (and recommended for Approval by this Committee):

None

AGENDA ITEM 8: SCDC LOCAL PLAN FIRST DRAFT CONSULTATION

Subject to Cabinet approval, the SCDC will be undertaking a period of **public consultation on the First Draft Plan from 20th July to 14th September 2018**. The Town Councils is invited to a briefing session to learn more about the forthcoming consultation on Wednesday 18th July 2018 (19.00-20.00) on the Suffolk Coastal Local Plan. This briefing session will be held in the Deben Conference Room at the SCDC Council Offices at East Suffolk House.

In August 2017, SCDC published the Local Plan Issues and Options consultation which attracted over 6000 comments from approximately 650 individuals and organisations. SCDC's Planning Policy Team and Local Plan Working Group have been considering these consultation responses and emerging evidence to formulate the First Draft Plan. The First Draft Plan details planning policies for the district alongside site allocations for a variety of uses which are intended to positively support the healthy and successful communities across Suffolk Coastal.

Public consultation and engagement is an important part of the Local Plan process and throughout the consultation period a series of drop in venues have been arranged. These drop in sessions are open to anybody who wishes to find out more about the consultation and are being held in the following venues on the dates listed below:

Venue	Date and Time
Kirton Recreation Ground (The Pavilion) Back Road, Kirton, Ipswich IP10 0PW	Tuesday 24 th July 18 16.00-19.30
Saxmundham Market Hall 29 High St, Saxmundham IP17 1AF	Tuesday 31 st July 18 16.00-19.30
Felixstowe Town Hall (Council Chamber) Undercliff Rd W, Felixstowe IP11 2AG	Thursday 2 nd August 18 16.00-19.30
Suffolk Coastal District Council (Deben Room) East Suffolk House, Station Road, Melton, IP12 1RT	Monday 6 th August 18 16.00-19.30
Wenhaston Village Hall Narrow Way, Wenhaston, Halesworth IP19 9DP	Wednesday 8 th August 18 16.00-19.30
Rushmere St Andrew Village Hall Humber Doucy Lane, Rushmere St Andrew, IP4 3PD	Thursday 16 th August 18 16.00-19.30
Yoxford Village Hall (Main Hall) Old High Road, Yoxford, IP17 3HN	Thursday 23 rd August 18 16.00-19.30

Alongside the drop in sessions being held throughout the consultation, the Planning Policy Team will also be organising 1 hour sessions for individual Town/Parish Councils (3 representatives maximum) to meet with officers to discuss issues raised in the consultation document. These sessions will follow the same format as the 1 hour sessions carried out during the Issues and Options consultation in 2017. The table below provides dates and times for these sessions:

Date	Times available	Number of sessions available
Wednesday 25 th July	12:00 – 17:00	5 sessions
Wednesday 1 st August	12:00 – 17:00	5 sessions
Tuesday 7 th August	12:00 – 17:00	5 sessions
Friday 10 th August	09:00 – 14:00	5 sessions
Monday 13 th August	12:00 – 17:00	5 sessions
Tuesday 14 th August	12:00 – 17:00	5 sessions
Friday 17 th August	09:00 – 14:00	5 sessions
Monday 20 th August	12:00 – 17:00	5 sessions
Tuesday 21 st August	12:00 – 17:00	5 sessions
Friday 24 th August	09:00 – 14:00	5 sessions
Monday 27 th August	12:00 – 17:00	5 sessions
Tuesday 28 th August	12:00 – 17:00	5 sessions
Thursday 30 th August	09:00 – 14:00	5 sessions

The Clerk has advised all Town Councillors of the briefing session - which is held the same evening as the Mayor's reception. Members are asked to consider the opportunity that is given to for up to 3 representatives from the Town Council to attend a 1 hour session to discuss issues raised in the consultation document.

Members may wish to also consider, given that there is a Council meeting scheduled for 12th September, the possibility for a draft response to be put together through the Planning & Environment Committee prior to that meeting for Council's approval.

Committee is requested to consider the timetable and process for responding to the SCDC Local Plan First Draft Consultation and make any recommendations to Council.
