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9 am to 4 pm Mondays to Fridays



TOWN HALL
FELIXSTOWE
SUFFOLK
IP11 2AG

TO ALL MEMBERS OF THE PLANNING & ENVIRONMENT COMMITTEE

Cllr S Bird (Chairman)

Cllr A Smith (Vice Chairman)

Cllr S Bennett

Cllr S Gallant

Cllr M Jepson

Cllr M Morris

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 **TOWN HALL, FELIXSTOWE**, on **Wednesday 17th November 2021** at **9.15am**.

Public Attendance

Meetings of the Town Council and its Committees are open to the press and public who are welcome to attend. Members of the public are invited to make representations or put questions to the Committee during the public session.

There is a limit to the number of public attending in-person. If you wish to attend in person, please email townclerk@felixstowe.gov.uk to confirm capacity.

Public are very welcome join via Zoom using the following link:

<https://us02web.zoom.us/j/82892513980>

Alternatively, you may join via the meeting ID 828 9251 3980 or over the telephone by calling 0131 460 1196.

Ash Tadjrishi
Town Clerk
10 November 2021

For information (via email):

All Town Councillors
Local Press
Felixstowe Chamber of Trade & Commerce

Council has a duty to pay due regard to preventing crime and disorder and to conserve biodiversity in its decision-making and Members are reminded to consider the Council's commitment to climate action.

A G E N D A

1. **Public Question Time**

Up to 15 minutes is set aside to allow members of the public (up to three minutes each) to make representations or put questions to the Committee on any relevant matters.

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

2. **Apologies for Absence**

To receive any apologies for absence.

3. **Declarations of Interest**

To receive any declarations of interest and to consider requests for dispensations from Members on matters in which they have a disclosable pecuniary interest.

4. **Confirmation of Minutes**

To confirm the Minutes of the Planning & Environment Committee meeting held on 3 November 2021 as a true record. **(Pages 5-8)**

5. **Planning Applications**

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

- a. **DC/21/4756/FUL** | Re-siting of 16 Existing huts from current location at the Spa Con Prom to permanent site at manor End - Area between Sea Wall and Promenade

Beach Hut Area South Seafront Langer Road

Applicant: Ms L Hack ESC

[Link to Documents](#)

- b. **DC/21/4908/VOC** | Variation of Condition No. 2 of DC/19/5049/FUL - Redevelopment of site to provide new clubhouse and new public facilities to include cafe, putting green, toilets and viewing platform, improved access, parking, 5 detached dwellings and associated landscaping, relocation of existing watch tower - existing clubhouse and pro-shop buildings to be demolished - Since planning consent was granted a full design team has been instructed and during the progression of the detailed design (including structural design), some minor design changes have been implemented to improve the buildability of the proposed dwellings, include the aligning of structural elements. Other minor fenestration/glazing revisions have also been proposed, which are generally related to feedback received during the marketing of the properties.

Felixstowe Ferry Golf Club Ferry Road

Applicant: Mr D Spencer

[Link to Documents](#)

- c. **DC/21/4759/FUL** | Construction of a side two storey extension and single storey lean-to rear extension. Convert pantry to toilet. Extend parking area.
1 Stour Avenue
Applicant: Mr N Spink [Link to Documents](#)
- d. **DC/21/4844/FUL** | Proposed Two Storey Rear Extension
12 St Edmunds Road
Applicant: Mr S Pearce [Link to Documents](#)
- e. **DC/21/4898/FUL** | Alterations and extensions (Revised Scheme).
35 Rosemary Avenue
Applicant: Mr and Mrs P Dell [Link to Documents](#)
- f. **DC/21/3256/FUL** | Demolition of garage, link structure, porch, chimneys, pantry lean-to and rear conservatory. Erection of two storey side and single storey rear extensions comprising new porch and integral garaging. Insertion of new window openings to ground floor south elevation. Replacement window & door units. Installation of Air Source Heat pump unit. Insertion of rooflights to west roof slope. Installation of photovoltaic panels to south & west roof slopes. Application of insulated render system to existing house. Changes to window openings.
15 St Georges Road
Applicant: Mr and Mrs Marshall [Link to Documents](#)
- g. **DC/21/4830/FUL** | Remove wide window to left hand bay front elevation and replace with smaller unit. Remove window to South-East face of bed 1 and site on South-West. Provide window to bed 2 on North-West Elevation. Replace 'K' Render to left hand bay on front South-West elevation with light green Hardi-plant. Swap bed 2 with lounge area.
62 Rosemary Avenue
Applicant: Mr C Bore [Link to Documents](#)
- h. **DC/21/4629/FUL** | Single storey rear and side extension
81 Ranelagh Road
Applicant: Ms A Last [Link to Documents](#)
- i. **DC/21/4706/FUL** | Construction of new balconies to number 3 & 5 South Hill
5 South Hill
Applicant: Mr R Good [Link to Documents](#)
- j. **DC/21/4130/FUL** | Large garage in back garden
68 Rosemary Avenue
Applicant: Mr N Wackett [Link to Documents](#)

- k. **DC/21/4604/FUL** | Single storey wooden summerhouse
34 Looe Road
Applicant: Mr N Spink [Link to Documents](#)
- l. **DC/21/4772/FUL** | Creation of dropped kerb
66 High Road West
Applicant: Mr A Coy, Corderwood Ltd [Link to Documents](#)
- m. **DC/21/5050/TCA** | Top crown reduce by 30% Silver Birch tree in rear garden
4 College Green
Applicant: Mr J Flower [Link to Documents](#)
- 6. Draft Sustainable Construction Supplementary Planning Document**
To consider any response to ESC's draft Sustainable Construction SPD which is being consulted on until 5pm on Monday, 13th December 2021. **(Page 9)**
- 7. Draft Affordable Housing Supplementary Planning Document**
To consider any response to ESC's draft Affordable Housing SPD which is being consulted on until 5pm on Monday, 13th December 2021. **(Page 10)**
- 8. Draft Cycling and Walking Strategy.**
To consider ESC's draft Cycling and Walking Strategy, which is being consulted on until 5pm on Monday, Monday 10th January 2022. **(Page 11)**
- 9. Planning Decisions**
To note the decisions received from East Suffolk Council since the date of the previous agenda and up until the date of this agenda. **(Pages 12)**
- 10. Correspondence**
To note any items of correspondence.
- 11. Closure**
To close proceedings and confirm the date of the next meeting as scheduled for Wednesday 1st December 2021 at 9.15am.

AGENDA ITEM 4: CONFIRMATION OF MINUTES

MINUTES of a **PLANNING & ENVIRONMENT COMMITTEE MEETING** held at **TOWN HALL, Felixstowe**, on **Wednesday 3 November 2021** at **9.15am**

PRESENT: Cllr S Bird (Chairman) Cllr M Morris
Cllr S Bennett Cllr D Savage
Cllr S Gallant Cllr S Wiles
Cllr M Jepson (*from item #220*)

OFFICERS: Mr A Tadjrishi (Town Clerk)
Mrs S Morrison (Planning Administration Assistant) (*via Zoom*)

IN ATTENDANCE: One Member of Public (*via Zoom*)

216. PUBLIC QUESTION TIME

None.

217. APOLOGIES FOR ABSENCE

Apologies for absence were received from **Cllr A Smith, and Cllr K Williams** requiring to attend to other business.

Cllr M Jepson gave apologies in advance for being late owing to attending to other business. Cllr Jepson joined the meeting at 9.51am.

218. DECLARATIONS OF INTEREST

Member(s)	Minute No.	Nature of Interest
Cllr S Bird Cllr S Gallant Cllr M Jepson Cllr S Wiles	All	Local Non-Pecuniary (as Members of East Suffolk Council)
Cllr S Bird Cllr S Wiles	All	Local Non-Pecuniary (as a Member of Suffolk County Council)

219. CONFIRMATION OF MINUTES

It was **RESOLVED** that the Minutes of the Planning & Environment Committee meeting held on 20 October 2021 be confirmed as a true record.

220. PLANNING APPLICATIONS

Committee considered the following planning applications received since the last meeting and **RESOLVED** to submit the following observations to East Suffolk Council:

A	<p>DC/21/4715/FUL Change of use from class E to Sui Generis. The unit is to be utilised as a beauticians which will offer :- Manicures, pedicures, waxing, facials, eyelash & brow treatment, nail enhancement & tanning. There will also be a small amount of retailing beauty products.</p> <p>3 Great Eastern Square</p>
Committee recommended APPROVAL	

B	<p>DC/21/4052/FUL Retrospective Application for retention of development comprising: cladding along the rear side and back of No27; and a balcony and stair on the 1st floor gable end</p> <p>Seaside House 27 Bath Road</p>
Committee recommended REFUSAL.	
<p>Committee objects strongly to this application. We feel that the various elements of the application individually and collectively neither preserve nor enhance the Conservation Area according to policy SCLP11.5. We bitterly regret the loss of the distinctive oriel bay window and the chimney. We acknowledge the applicant’s statement that there are other buildings in the Conservation Area with traditional Victorian weatherboarding, and balconies to the rear or front. However, whilst we do not object to the balcony in principle, we feel that the balcony as constructed is particularly modern and utilitarian and does not contain any ornate Victorian features. The modern concrete hardiplanking does not replicate traditional wooden weatherboarding and sits in contrast and incongruously with the adjoining neighbour.</p>	

C	<p>DC/21/4609/FUL Single height extension to the south. Replacement windows in places. Replacement conservatory. Internal alterations.</p> <p>55 Dovedale</p>
Committee recommended APPROVAL	

D	<p>DC/21/4867/TCA Monkey Puzzle (T1) Fell because of (alleged) poor health (Please see photos) out-growing position, proximity to overhead wires and proximity to public path</p> <p>45 Bath Road</p>
<p>Committee OBJECTS to the felling of this tree. We ask East Suffolk Council’s Arboricultural Officer to consider a TPO for this tree. We therefore do not support the removal of this tree without the due consideration of the Arboricultural Officer.</p>	

At this point in the meeting, 9.51am, Cllr Jepson joined.

221. PLANNING DECISIONS

RESOLVED that the decisions received from East Suffolk Council since the date of the previous agenda and up until the date of the agenda for this meeting be noted.

222. VISION FOR ROUTE STRATEGY – NATIONAL HIGHWAYS CONSULTATION

Following discussion it was **AGREED** that the Committee would not respond to the consultation, but would encourage individual Councillors to comment if they felt inclined.

223. LORRY NETWORK MAP – SCC COMMUNITY REVIEW 2021

It was noted that the Consultation asked local parish councils to forward their views to Felixstowe Town Council to put forward in an area response to the Consultation.

It was noted that it had been 10 years since the last review. Committee felt that the designations were working, but requested feedback from residents. Following discussion **IT WAS AGREED** that the Clerk would put the proposed response to the consultation on the Council's website for residents to comment on. Any comments would be reviewed at the 15 December meeting and a response would be sent before the deadline of 17 December.

224. CORRESPONDENCE

Committee **NOTED** the following:

- i) Consultations for three Supplementary Planning Document (SPD)s**
The Clerk advised that these SPDs, relating to Sustainable Construction, Affordable Housing and Cycling and Walking Strategy would be formally presented to Committee at the next meeting for consideration.
- ii) Hamilton Road Experimental Traffic Order**
Members noted that this was being formalised as a permanent Order, with appropriate and clear signage put in place. Members welcomed the Order.
- iii) DC/21/3769/FUL – 1 Kemsley Road Appeal**
Noted that this application had been considered by the ESC Referral Panel which had concluded that the decision be delegated to Officers. The Officers were minded to approve the application contrary to the Town Council's recommendation to refuse.
- iv) Consultation for A14 J55 Copdock Interchange.**
The Clerk informed the Committee of various events being held locally to see plans and a webinar on 10 November to discuss plans for the junction with copies of the scheme being also available locally. The deadline for comment is 9 December 2021.

225. CLOSURE

The meeting was closed at 10.55 am. It was noted that the next meeting was scheduled to take place on Wednesday 17th November at 9.15am.

AGENDA ITEM 6: DRAFT SUSTAINABLE CONSTRUCTION SUPPLEMENTARY PLANNING DOCUMENT

The Sustainable Construction SPD provides guidance on a range of topics including energy efficiency, renewable energy, water conservation, and use of materials, to support the implementation of East Suffolk Council's adopted Local Plan policies. See link for document.

<https://eastsuffolk.inconsult.uk/SUSCONSPDDRAFT/consultationHome>

The Sustainable Construction SPD will be a material consideration in the determination of planning applications and, once adopted, will replace the Renewable Energy and Sustainable Construction SPD (September 2013, which relates to the former Waveney area).

The SPD has been drafted following an initial consultation that ran from 15th March to 26th April 2021 under which views were sought on the scope and content of the SPD. The Initial Consultation Statement explains how the comments received have been taken into account in drafting the SPD. The current consultation asks for views on the draft Supplementary Planning Document. The Sustainable Construction SPD will not set building standards. The energy efficiency of all new and renovated buildings for residential and non-residential use is covered by Building Regulation. Details on how to achieve the targets are set out The Ten Point Plan for a Green Industrial Revolution contained in this document (*para. 1.28*).

This Sustainable Construction Supplementary Planning Document (SPD) provides guidance to assist in the interpretation and implementation of planning policies contained in the Council's two Local Plans; the Suffolk Coastal Local Plan, adopted in September 2020, and the Waveney Local Plan, adopted in March 2019.

Committee is requested to consider any response it wishes to make on the draft Sustainable Construction SPD, which must be received by 5pm on Monday 13th December 2021.

AGENDA ITEM 7: DRAFT AFFORDABLE HOUSING SUPPLEMENTARY PLANNING DOCUMENT AND

The Affordable Housing Supplementary (SPD) will provide guidance on the implementation of the Council's planning policy related to affordable housing. The draft SPD covers a range of matters including types of affordable housing, legal agreements and carrying out local housing needs assessments. The SPD has been draft following an initial consultation that was held in November and December 2020. Link to document

<https://eastsuffolk.inconsult.uk/connect.ti/ESAFFHSGDRAFT/consultationHome>

The Strategic Housing Market Assessment, which was produced as evidence to inform the district's two Local Plans, identified a need for 94 affordable houses per year in the Suffolk Coastal Local Plan area and 208 affordable houses per year in the Waveney Local Plan area, giving a scale of the need for affordable housing.

Committee is requested to consider any response it wishes to make on the draft Affordable Housing SPD, which must be received by 5pm on Monday 13th December 2021.

AGENDA ITEM 8: DRAFT CYCLING AND WALKING STRATEGY

Guidance on the Cycling and Walking Strategy has been prepared, identifying cycling and walking infrastructure opportunities across the district. See link for document: <https://www.eastsuffolk.gov.uk/planning/planning-policy-and-local-plans/draft-east-suffolk-cycling-and-walking-strategy/>.

ESC held an initial map-based consultation (19 October - 7 December 2020). The responses submitted to this previous consultation can be viewed on the online map of matters/opportunities raised. The East Suffolk Cycling and Walking Strategy identifies potential cycling and walking infrastructure opportunities across the district. The Strategy focusses on the identification of new infrastructure opportunities rather than the maintenance of existing infrastructure. It provides context and information to support detailed infrastructure proposals and inform decision making to support cycling, walking, and equestrian use. Once adopted, the Strategy will replace the Waveney Cycle Strategy (2016).

To accompany the draft Cycling and Walking Strategy, ESC has also published a draft Habitat Regulation Assessment Screening Statement and draft Strategic Environmental Assessment Screening Opinion for consultation with the relevant statutory bodies and an Equalities Impact Assessment Screening.

See link to document:

<https://storymaps.arcgis.com/stories/cbc57e4a9cc24e4e7d174fb34b1bf0e#ref-n-PavkeA>

Committee is requested to consider any response it wishes to make to the draft Cycling and Walking Strategy, which must be received by 5pm on Monday 10th January 2022.

AGENDA ITEM 9: PLANNING DECISIONS

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

<p>DC/21/3438/FUL Alterations and extensions to the Spa Pavilion to form a ground floor extension with first floor balcony to the North Sea-facing elevation and entrance canopy to the primary Theatre entrance. Spa Pavilion Undercliff Road West</p>
<p>DC/21/4252/VOC Variation of Condition No.2 of DC/21/2111/FUL - Change of use of salon and flat over to one dwelling with rear extension - design changed (reduced) to suit updated requirements 47 Orwell Road</p>
<p>DC/21/3970/FUL Rear of dwelling extension of single storey 8 Chaucer Road</p>
<p>DC/21/3188/FUL Minor internal modifications, first floor rear extension, ground floor front extension 5 The Pines</p>
<p>DC/21/4000/FUL Proposed alterations & single storey side extension 42 Glemsford Close</p>
<p>DC/21/3386/FUL To change current windows and doors to UPVC. Like for like in style 2 Red Hall Court</p>
<p>DC/21/3437/FUL Alterations to shopfront and installation of glazed door to rear to facilitate subdivision of ground floor of premises to 3 retail units. 54 Hamilton Road</p>
<p>DC/21/4270/TPO TPO SCDC 06 00195 T1 Sweet Chestnut standing in adjacent rear garden - remove 3 lowest limbs back to main trunk (equivalent to 10m. crown lift) to reduce overhang and shading. 72 Garrison Lane</p>
<p>DC/21/4395/TCA Fell the dying Sycamore tree in the corner Fell three Sycamore trees in the middle of the back woodland area Fell one Holly tree. Remove one limb from a Sycamore tree overhanging the neighbour's garden. Remove the dead wood from one Holm Oak tree. Fell five Holm Oak trees in the front garden. Pollard Holm Oak trees near the trampoline. Pollard one Holm Oak tree by the boundary wall. Ridley House Maybush Lane</p>

Refused (and recommended for Refusal by this Committee): None

Approved (and recommended for Refusal by this Committee):

<p>DC/21/3769/FUL Proposed single storey part rear/part side extension and alterations 1 Kemsley Road</p>

Refused (and recommended for Approval by this Committee): None