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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 3 May 2023** 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](mailto:townclerk@felixstowe.gov.uk) to confirm capacity.*

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

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

Our online meeting guidance can be found here: <https://felixstowe.gov.uk/wp-content/uploads/2022/02/Remote-Meeting-Guidelines.pdf>

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

*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.*



*The Council kindly asks that anyone planning to attend the meeting in-person to consider car-sharing or low-carbon modes of transport to the Town Hall.*

**Ash Tadjrishi**  
**Town Clerk**  
**26 April 2023**

## 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, other registerable or non-registerable interest.

### 4. **Confirmation of Minutes**

To confirm the Minutes of the Planning & Environment Committee meeting held on 19 April 2023 as a true record. **(Pages 4-7)**

### 5. **Planning Applications**

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

a) **DC/22/4774/FUL** | Change of use from Pharmacy to Hot Food take away.

Two storey maisonette over existing retail unit.

**27 Beach Station Road**

Applicant: Mrs G Lui

[Link to Documents](#)

b) **DC/23/1449/FUL** | New French doors replacing small window

**Flat 1 19 Constable Road**

Applicant: Mr & Mrs C Boxhall

[Link to Documents](#)

c) **DC/23/1356/FUL** | Retention of antennas installed on roof for ship to shore communication.

**Wolsey Court Stanley Road**

Applicant: Mr N Al Bitar, Ntrakker AB

[Link to Documents](#)

### 6. **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. **(Page 8)**

**7. Correspondence**

To note any items of correspondence.

**8. Closure**

To close proceedings and confirm the date of the next meeting as scheduled for Wednesday 24<sup>th</sup> May 2023 at 9.15am.

## **AGENDA ITEM 4: CONFIRMATION OF MINUTES**

**MINUTES of a PLANNING & ENVIRONMENT COMMITTEE MEETING held at TOWN HALL, Felixstowe, on Wednesday 19 April 2023 at 9.15am**

**PRESENT:** Cllr S Bird (Chairman)  
Cllr A Smith (Vice-Chairman)      Cllr M Morris  
Cllr M Jepson      Cllr D Savage

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

**IN ATTENDANCE:** 3 members of the public (1 via Zoom).

### **509. PUBLIC QUESTION TIME**

The Chairman advised that he would invite representations from members of the public immediately prior to debate on specific applications.

### **510. APOLOGIES FOR ABSENCE**

Apologies for absence were received from **Cllr S Bennett, Cllr S Gallant, Cllr S Wiles** and **Cllr K Williams**.

### **511. DECLARATIONS OF INTEREST**

<b>Member(s)</b>	<b>Minute No.</b>	<b>Nature of Interest</b>
Cllr S Bird Cllr M Jepson	All	Other registerable interests (as Members of East Suffolk Council)
Cllr S Bird	All	Other registerable interests (as a Members of Suffolk County Council)

### **512. CONFIRMATION OF MINUTES**

It was **RESOLVED** that the Minutes of the Planning & Environment Committee meeting held on 5 April 2023 be confirmed as a true record.

### **513. PLANNING APPLICATIONS**

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

Committee heard from a member of the public on application (I) below. Concerns centred on privacy, overlooking and the consequential impact on residential amenity of the neighbours.

<b>A</b>	<b>DC/23/1144/FUL</b>   Construction of a 2 Storey Dwelling, Resubmission of approved application DC/15/3519/FUL and subsequent change of condition application DC/17/0638/VOC <b>40 King Street</b>
<b>Committee recommended APPROVAL.</b>	

<b>B</b>	<b>DC/23/1294/FUL</b>   Construction of a two storey side extension <b>19 Penfold Road</b>
<p><b>Committee recommended REFUSAL.</b> Currently it is a three-bedroomed property with two or possibly three off-road car parking spaces. The proposed application would convert this to a four-bedroom property SCC parking standards would require this to then have three parking spaces. The property will now only have one parking space. Penfold Road is a busy town centre street where parking is at a premium. Therefore, this proposal will have unacceptable and detrimental impact on parking at this location.</p> <p>Additionally, we believe that the proposed extension will cause loss of light to side windows of the neighbouring property and is therefore contrary to SCLP 11.2 para. (c).</p>	

<b>C</b>	<b>DC/22/1955/FUL</b>   Erection of two-bedroom house on plot next to terraced dwellings. <b>19 Margaret Street</b>
<p><b>Committee recommended REFUSAL</b> of this application, which is substantially the same as previous applications for this site, which Committee also objected to. We remain of the view that we welcome redevelopment of this site, however, this proposal will have a detrimental impact on neighbour amenity caused by the proposed rear first floor element, resulting in substantial loss of light to the windows at no. 17. We therefore feel that this is contrary to SPG16 and SCLP11.2 para. (c). The applicant's own submitted documents confirm that this would have a major adverse impact on the neighbouring property's ground floor kitchen windows.</p> <p>This does not conform to the widespread pattern of Victorian terraced housing where the rear of the first floor is reduced in width allowing light to the adjacent property's ground floor, we therefore suggest that this is contrary to the character of the current area in that respect.</p>	

<b>D</b>	<b>DC/23/1389/FUL</b>   Extensions and alterations, including alterations to existing vehicular access <b>106 Garrison Lane</b>
<b>Committee recommended APPROVAL.</b>	
<b>E</b>	<b>DC/23/1378/FUL</b>   Two storey side extension with detached garage <b>11A Arwela Road</b>
<b>Committee recommended APPROVAL. However, we note that the proposal is to create a self-contained annexe. We would therefore ask that this be conditioned that its use remains ancillary to the host property.</b>	
<b>F</b>	<b>DC/23/1420/FUL</b>   Extend property to front enlarging kitchen. Extend to rear for large lounge/family room. Remove flat roof to porch and provide double pitched roof covering kitchen extension. Enlarge skylight to utility. <b>20 Roman Way</b>
<b>Committee recommended APPROVAL.</b>	
<b>G</b>	<b>DC/23/1345/FUL</b>   Demolish 'open' porch. Erect larger 'enclosed' porch with shower / toilet. Change windows to bedrooms and dining / lounge and rebuild south elevation gable wall. Render and colour magnolia to south and east elevation walls. <b>1 Rosemary Avenue</b>
<b>Committee recommended APPROVAL.</b>	
<b>H</b>	<b>DC/23/1304/FUL</b>   Replacement balcony, patio, railings and access <b>The Lodge South Hill</b>
<b>Committee recommended APPROVAL.</b>	
<b>I</b>	<b>DC/23/1346/FUL</b>   First floor balcony to existing dwelling and additional flat room dorma. <b>95 Western Avenue</b>
<p><b>Committee recommended REFUSAL. We believe it is in contravention of SCLP11.1 in relation to design quality, specifically para. (a) which refers to supporting inclusive design environments and para. (c) i and ii in terms of character and layout.</b></p> <p><b>We feel that the design of this balcony, suspended on prominent poles, is not complementary or attractive in this prominent location and contravenes SCLP 11.2 in terms of residential amenity, specifically para. (a) privacy and overlooking, (b) outlook and (d) noise and disturbance.</b></p>	

**Whilst this balcony could be deemed to be in a front garden of the host property it will cause unacceptable overlooking to the rear gardens of 14 Norman Close and 86 Western Avenue. Additionally, we understand that the resident at 29 Cliff Road uses their front garden for amenity purposes and would be unacceptably overlooked.**

**Should this application be approved, we would ask that both side panels are frosted and raised to head height.**

**514. PLANNING DECISIONS**

**RESOLVED that the decisions on planning applications by East Suffolk Council notified to the Town Council since the previous meeting be noted.**

**515. CORRESPONDENCE**

**Committee NOTED the following correspondence:**

**i. Planning Appeal Notification - AP/23/0015/REFUSE.**

Notification of an appeal made to the Secretary of State against the decision of East Suffolk Council to refuse planning permission for Retrospective Application for a previously built ancillary annex adjoined to applicants workshop at Journeys End, Marsh Lane, DC/22/3931/FUL.

**516. CLOSURE**

The meeting was closed at 10.51am. It was noted that the next meeting was scheduled to take place on Wednesday 3 May 2023 at 9.15am.

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## **AGENDA ITEM 6: PLANNING DECISIONS**

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

<b>DC/23/0534/ADN</b>   Non Illuminated Advertisement - Erection of fourteen non-illuminated billboards, replacing existing fencing along the northern boundary of a retail site (currently occupied by a company trading as Homebase) that adjoins Felixstowe railway, sited opposite Felixstowe station platform. <b>Homebase Great Eastern Square</b>
<b>DC/23/0450/ADI</b>   Illuminated Advertisement Consent - Illuminated office front signage 1.8m x 1.8m displaying LV Logistics. <b>Lv House 7 - 9 Walton Avenue</b>

**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