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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 A Smith (Chairman)	Cllr Jan Garfield	Cllr D Savage
Cllr Jon Garfield (Vice Chairman)	Cllr S Gallant	Cllr S Wiles
Cllr S Bird	Cllr G Newman	Cllr K Williams

You are hereby summoned to attend a meeting of the **PLANNING & ENVIRONMENT COMMITTEE** to be held at **Old Felixstowe Community Centre, Ferry Road, Felixstowe** on **Wednesday 5 October 2016** at **9.15 am** for the transaction of the following business preceded by:

i. **Public Question Time.** A maximum of 30 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.

A G E N D A

1. Apologies
To receive any apologies for absence.

2. 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.

3. 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.

4. Confirmation of Minutes
To confirm the Minutes of the Planning & Environment Committee meeting held on 21 September 2016 as a true record. **(Pages 3-6)**

5. Planning Applications
To consider the following planning, and other, applications received since the previous agenda:

a) DC/16/3776/ARM | Submission of reserved matters pursuant to outline planning permission DC/13/3069/OUT for the creation of 198 no. one, two, three and four bedroom houses and apartments, plus associated roads, paths, driveways, car parking, landscaping and public open space.
Land West Of Ferry Road Residential Centre Ferry Road
Application: Generator Optima (Ferry Road) Ltd **Link to documents**

b) **DC/16/3767/FUL | ** Proposed single storey extension, together with alterations and provision of cart port **| 28 Berners Road**
Applicant: Mr & Mrs P O'Brien **Link to documents**

c) **DC/16/3630/FUL | ** To divide existing 5 bed dwelling into two separate 3 bed and 2 bed dwellings. **| 276 High Street Walton**
Applicant: Mrs Sara Baxter **Link to documents**

d) **DC/16/3775/VOC | ** Variation of Conditions 2 & 13 of Planning Consent DC/14/0358/FUL (Erection of four single-storey dwellings).
Land At Parsonage Close
Applicant: Mr Gary Sallows **Link to documents**

e) **DC/16/3696/FUL | ** Rear extensions and alterations
High View The Ferry
Applicant: Miss S M Daintrey **Link to documents**

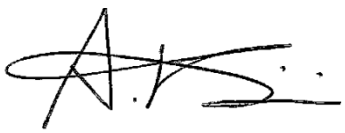
f) **DC/16/3949/FUL | ** Proposed single storey rear extension
95 Ranelagh Road
Applicant: Mr & Mrs Miles Vartan **Link to documents**

g) **DC/16/3782/TCA | ** Rowan Tree to side of house - Prune to reshape and minimise boundary overhang and shading. 2no. Apple trees to front of house (RHS) to be felled - trees in advanced decline**. | 58 Orwell Road**
Applicant: Mr Steve Cave **Link to documents**

6. 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 7)**

7. Correspondence
To note any items of correspondence.

8. Closure
To close proceedings and confirm the date of the next meeting scheduled for Wednesday 19 October 2016 at 9.15am, Felixstowe Town Hall.



Ash Tadjrishi
Town Clerk
28 September 2016

For information (via email): All Town Councillors
Local Press

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 21 September 2016** at **9.15am**

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

OFFICERS: Mr A Tadjrishi (Town Clerk)
Mrs R Jones (Estates Officer)

In the absence of the Chairman, Vice Chairman Cllr Jon Garfield in the chair.

221. APOLOGIES FOR ABSENCE

Apologies for absence were received from **Cllr A Smith**

222. DECLARATION OF INTEREST

There were none

223. REQUEST FOR DISPENSATION

There were none.

224. CONFIRMATION OF MINUTES

It was RESOLVED that the Minutes of the Planning & Environment Committee Meeting held on 7 September 2016 be signed by the Vice-Chairman as a true record.

225. 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:

a	**DC/16/3487/OUT |** Proposed dwelling on land to the south of Friarscroft **| Friarscroft Marcus Road**
	Committee recommended APPROVAL.

b	**DC/16/3396/FUL |** Change of use from residential property to commercial premises. The property is to be used for an office for Ardent Lift Consultancy, a privately owned professional engineering consultancy business. The office is to be for 2 staff, potentially rising to 5 over a 5-10 year period. Office working hours will be 9am-5pm and normal office operations only will be undertaken in the premises. **89 Gosford Way**
	Committee recommended REFUSAL. Committee considered that change of use to commercial premises would not be appropriate in this purely residential location and lead to a detrimental impact on residential amenity for the neighbours (DM23). The design and function of an office in this location would also be contrary to policy DM22. Furthermore, Committee were concerned about the insufficient parking provision at the site for this use class (DM19).

c	**DC/16/3116/FUL |** Installation of External Wall Insulation to Front Elevation of the property. **| 295 High Street Walton**
	Committee recommended APPROVAL.

d	**DC/16/3601/FUL |** Conversion of an existing 20 bedroom nursing home into 7 flats **| Suffolk Private Retirement Home 9 Sea Road**
	Committee recommended APPROVAL.

e	**DC/16/3555/VOC |** Variation of Condition 5 on application C02/0532 - Erection of first floor extension to provide additional bedrooms for residential home for the elderly - Substitution of obscure glazed panel with clear glazing and a fan light **| Cotman Lodge, Garfield Road**
	Committee recommended APPROVAL. On examining Condition 5 of C02/0532, Committee could see no reference to obscured glazing, which instead refers to 'blinded panels'.

f	**DC/16/3614/FUL |** To remove existing garden wall and erect a timber fence within 450mm of site boundary. **| 2 Knights Close**
	Committee recommended APPROVAL.

g	**DC/16/3629/FUL |** Proposed single storey extension/replacement conservatory **| 55 Valley Walk**
	Committee recommended APPROVAL.

h	**DC/16/3703/FUL |** To remove flat roof to front extension enlarge to provide larger toilet and entrance hall with pitched roof **75 Roman Way**
	Committee recommended APPROVAL.

i	**DC/16/3417/FUL |** balcony and house alterations **| 7 Beach Road East**
	Committee recommended APPROVAL.

j	**DC/16/3421/FUL |** Retrospective change of use from residential to dental surgery, demolition of lean to and approval of details of installed fixed plant (previous consent C/10/2814). **| 4 Brook Lane**
	Committee recommended APPROVAL.

k	**DC/16/3581/TCA |** To pollard Holm Oak to front of property**. Harvest Court Cobbold Road**
	Committee had no objections to this work being carried out.

226. PLANNING DECISIONS

Committee was advised that application DC/16/2962/FUL (refurbishment of the restaurant and reconfiguration of the car park and patio area to accommodation extension totalling 94.61 SQM. The construction of a new remote corral.) at Mcdonalds Restaurant, Walton Avenue, had been approved by Suffolk Coastal District Council. Committee had recommended refusal of this application on 24 August 2016 but had not been given any opportunity to refer this to the SCDC Planning Committee. The Clerk advised that he had raised the matter with the planning officers and received a reply from the SCDC Planning Development Manager apologising for the error.

Members expressed dissatisfaction with the district council's handling of this application and it was RESOLVED that the Clerk raise this matter with the SCDC Chief Executive as a formal complaint.

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.

227. CORRESPONDENCE

a) **Submission of reserved matters pursuant to outline planning permission DC/13/3069/OUT for the creation of 198 no. one, two, three and four bedroom houses and apartments, plus associated roads, paths, driveways, car parking, landscaping and public open space, Land West Of Ferry Road Residential Centre.** The Estates Officer advised that this application had now been published on the planning portal and was expected to be received at the Town Hall soon. Members agreed that, due to the public interest in this development, the meeting at which it would be considered by the Planning & Environment Committee should take place at a larger venue. The Clerk agreed to make enquiries with Old Felixstowe Community Centre as a possible venue or to otherwise make Walton Community Hall available.

b) **Decision Notice DC/16/2732/COU - 77 Undercliff Road West** Members were advised that, following research by the Committee Chairman and Council officers, SCDC Environmental Health had undertaken further investigation in to the appropriateness of this proposed change of use to A5. In light of this investigated, and subsequent revised opinion from the Environmental Health officer, SCDC planning officers refused the application. As a result, the referral request submitted by the Clerk for this application was no longer required.

c) **Trees Survey.** Members were advised that the full stock and condition survey of trees on land owned by the Town Council would be taking place in early October. Members asked that consideration be given to Council's longstanding wish to dedicate a tree to HRH Queen Elizabeth II.

Committee NOTED the above correspondence.

228. CLOSURE

The meeting was closed at 11.35am. The date of the next meeting was noted as being Wednesday 5 October 2016, 9.15am at Felixstowe Town Hall.

AGENDA ITEM 6: PLANNING DECISIONS

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

DC/16/3486/FUL | Proposed replacement of existing UPVC tilt and turn windows to UPVC top hung windows. Proposed top hung window sections will be visually slimmer than existing tilt and turn windows. Proposed colour of windows to be white to match existing. **| Tacon Court Sea Road**
DC/16/3136/FUL | Erection of single storey front & side extensions to bungalow. Erection of 1.800m high close boarded timber boundary fence. **26 Upperfield Drive**
DC/16/3279/FUL | Proposed alterations and extensions **| 21 Foxgrove Lane**

Refused (and recommended for Refusal by this Committee):

DC/16/2732/COU | Change of Use - The property has an A3 license, I wish to add an A5 use to the property and include in this application a change of hours to 1100hr - 22.30hr. The opening hours of the property will match other businesses trading in the same parade of shops **| 77 Undercliff Road West**
DC/16/3015/FUL | Install Hand Rail/Safety Rail around existing Flat Roof **3 Bristol House Sea Road**

Approved (and recommended for Refusal by this Committee):

None

Refused (and recommended for Approval by this Committee):

None