



Town Council Offices  
Maison Dieu House  
Biggin Street  
Dover  
CT16 1DW

DATE OF ISSUE:  
10<sup>th</sup> January 2018

**DOVER TOWN COUNCIL**

Dear Councillor

NOTICE IS HEREBY GIVEN THAT a meeting of the PLANNING COMMITTEE will be held at the Town Council Offices on Monday 15<sup>th</sup> January 2018 at 6pm when the business shown on the agenda below will be transacted.

Any member of the public who requires further information or has any special requirements in respect of this meeting please contact Allison Burton, Town Clerk, on 01304 242625.

*AP* Allison Burton  
TOWN CLERK

The Press and Public are welcome to attend.

**AGENDA**

**1. APOLOGIES FOR ABSENCE**

Prior to a meeting, Councillors' apologies with a reason for absence from that meeting should be submitted to the clerk

**2. DECLARATIONS OF INTEREST**

To receive any declarations of disclosable pecuniary and/or other interests as required by law

*(Guidance for Councillors concerning disclosable pecuniary and/or other interests is attached for your information).*

3. MINUTES

To approve the Minutes of the meetings of the Planning Committee held on 4<sup>th</sup> December 2017 (copy attached).

4. COMMITTEE BUDGET

To consider the latest out-turn against the Committee's 2017/18 budget (copy attached).

5. DETERMINED PLANNING CONSENTS

To note the decisions of Dover District Council on the following planning applications: -

| <u>Application No:</u> | <u>Address</u>  | <u>Decision</u> | <u>Town Council Decision</u> |
|------------------------|---|-----------------|------------------------------|
| DOV/17/00776           | The Qube, St Radigunds Road, Dover, CT17 0JZ                            | Granted         | Support                      |
| DOV/17/01205           | 106 Melbourne Avenue, Dover, CT16 2JH                                   | Granted         | Support                      |
| DOV/17/01222           | Dover Marina Hotel, Waterloo Crescent, Dover, CT17 9BP                  | Granted         | Support                      |
| DOV/17/01223           | Dover Marina Hotel, Waterloo Crescent, Dover, CT17 9BP                  | Granted         | Support                      |
| DOV/17/01242           | 18 Percival Terrace, Dover, CT17 9SU                                    | Granted         | Support                      |
| DOV/17/01248           | Burgess Marine Ltd, Channel View Road, Dover, CT17 9TP                  | Granted         | Support                      |
| DOV/17/01251           | Gala Bingo Hall, 49 Biggin Street, Dover, CT16 1DB                      | Granted         | Object                       |
| DOV/17/01289           | Unit 1, Primrose Industrial Estate, Coombe Valley Road, Dover, CT17 0UP | Granted         | Support                      |
| DOV/17/01290           | 13 St Davids Avenue, Aycliffe, CT17 9HU                                 | Granted         | Strongly Object              |
| DOV/17/01291           | Unit 2, 11-16, Biggin Street, Dover, CT16 1BD                           | Granted         | Support                      |
| DOV/17/01342           | Lord Warden House, Lord Warden Square, Dover                            | Granted         | Support                      |
| DOV/17/01343           | Lord Warden House, Lord Warden Square, Dover                            | Granted         | Support                      |
| DOV/17/01349           | 9 High Street, Dover, CT16 1DP  | Granted         | Support                      |

6. APPLICATIONS FOR PLANNING CONSENT

To consider the following applications for planning consent: -

Application No:    Proposal

DOV/17/01188    Change of use and conversion to self-contained flat, removal of door and

- replace with window and the erection of a single storey rear link extension  
Basement, 18 Castle Street, Dover, CT16 1PW
- DOV/17/01189 Conversion to residential to incl. erection of rear extension  
Basement, 18 Castle Street, Dover, CT16 1PW
- DOV/17/01260 Display of two internally illuminated fascia signs  
Ground floor Block 1H Clock Tower Lofts, Crabble Hill, Dover, CT17 0FA
- DOV/17/01365 Erection of replacement palisade fencing  
Land along eastern boundary of Priory Court, St Johns Road, Dover, CT17 9SH
- DOV/17/01443 Display of three internally illuminated fascia signs  
Unit 1C, St James Centre, Dolphin Passage, Dover, CT16 1QD
- DOV/17/01452 Outline application for the erection of a four storey building incorporating 11no. flats and ground floor retail unit with associated car parking  
Buckland Mill Service Station, Crabble Hill, Dover, CT17 0RZ
- DOV/17/01453 Variation of condition 2 of planning permission DOV/17/00685 to allow amendments to the approved drawings to include: various works to the proposed teaching block, reconfiguration of proposed teaching block with minor adjustments to the hard/soft landscape demise including pedestrian entrance paths off Astor Avenue (section 73 application)  
Priory Fields School, Astor Avenue, Dover, CT17 OFS
- DOV/17/01456 Erection of a two storey side extension, creation of a vehicular access and formation of parking (existing extension to be demolished)  
42 Durban Crescent, Dover, CT16 2JJ
- DOV/17/01461 Display of one internally illuminated and non-illuminated fascia sign  
Unit 21, Block C, St James Retail Park, St James Street, Dover, CT16 1QD
- DOV/17/01465 Part change of use to ground floor to residential  
15 Bench Street, Dover, CT16 1JW
- DOV/17/01491 Display of one internally illuminated fascia sign and two non-illuminated panel signs  
Carphone Warehouse Unit 22, Block C, St James Development, St James Street, Dover, CT16 1QD
- DOV/17/01502 Internal alterations to facilitate the conversion of basement into a 1no. bed flat  
11 Maison Dieu Place, Dover, CT16 1DX
- DOV/17/01512 Re-pollard one Sycamore tree, cutting new growth back to previous pollard pruning points  
13 Chestnut Road, Dover, CT17 9PY
- DOV/17/01523 Outline application for the erection of up to 188no. dwellings (with all matters reserved)  
Former Buckland Hospital, Coombe Valley Road, Dover, CT17 0HD
- DOV/17/01526 Display of 4no. non-illuminated advertisement signs applied to umbrella over seating area  
Unit 3B, St James Site (DTIZ), Townwall Street, Dover, CT16 1QD
- DOV/17/01533 Erection of a two storey rear extension  
39 Heathfield Avenue, Dover, CT16 2NX
- DOV/17/01539 Erection of a flat roof first floor rear extension with timber cladding  
Welbeck, Folkestone Road, Dover, CT15 7AB
- DOV/18/00020 Installation of commemorative plaque  
Maison Dieu House, Biggin Street, Dover, CT16 1DW
- DOV/18/00024 Re-pollard one Sycamore tree  
15 Chestnut Road, Dover, CT17 9PY

7. LATE PLANNING APPLICATIONS & ANY OTHER ITEMS

To view any planning applications received since the preparation of the Agenda.

8. LICENCING

No licencing

9. CONSULTATIONS

No Consulation Items

10. INFORMATION ITEMS

No Information Items

11. DATE OF NEXT MEETING

The next meeting will be held on the 12<sup>th</sup> February 2018

**NOTE: A COPY OF THIS DOCUMENT IN LARGER TYPE MAY BE OBTAINED ON REQUEST FROM THE COUNCIL OFFICES, MAISON DIEU HOUSE, BIGGIN STREET, DOVER.**

**COPIES OF THE DOCUMENTS MENTIONED IN THIS AGENDA ARE AVAILABLE FOR INSPECTION FROM THE TOWN COUNCIL OFFICES, MONDAY TO FRIDAY, (EXCLUDING PUBLIC HOLIDAYS) - 9.30 AM - 4.00 PM. COPIES MAY BE REQUESTED GIVING 1 WORKING DAY'S NOTICE AND WILL BE CHARGED AT 10P PER COPY.**

## **DECLARATIONS OF INTEREST**

### **Disclosable Pecuniary Interest (DPI)**

Where a Member has a new or registered DPI in a matter under consideration they must disclose that they have an interest and, unless the Monitoring Officer has agreed in advance that the DPI is a 'Sensitive Interest' explain the nature of that interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a DPI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation permitting them to do so. If during the consideration of any item a Member becomes aware that they have a DPI in the matter they should declare the interest immediately and subject to any dispensations, withdraw from the meeting. Members should remember that a finding of a breach of the law with regard to DPI's carries a fine of up to £5,000 and a criminal record.

### **Other Significant Interest (OSI)**

Where a Member is declaring an OSI they must also disclose the interest and explain the nature of the interest at the meeting. The Member must withdraw from the meeting at the commencement of the consideration of any matter in which they have declared a OSI and must not participate in any discussion of, or vote taken on, the matter unless they have been granted a dispensation to do so or the meeting is one at which members of the public are permitted to speak for the purpose of making representations, answering questions or giving evidence relating to the matter. In the latter case, the Member may only participate on the same basis as a member of the public and cannot participate in any discussion of, or vote taken on, the matter and must withdraw from the meeting in accordance with the Council's procedure rules.

### **Voluntary Announcement of Other Interests (VAOI)**

Where a Member does not have either a DPI or OSI but is of the opinion that for transparency reasons alone they should make an announcement in respect of a matter under consideration, they can make a VAOI. A Member declaring a VAOI may still remain at the meeting and vote on the matter under consideration.

### **Notes:**

Situations in which a Member may wish to make a VAOI include membership of outside bodies that have made representatives on agenda items; where a Member knows a person involved, but does not have a close association with that person; or where an item would affect the well-being of a Member, relative, close associate, employer, etc. but not his/her financial position. It should be emphasised that an effect on the financial position of a Member, relative, close associate, employer, etc OR an application made by a Member, relative, close associate, employer etc would both probably constitute either an OSI or in some cases a DPI.





## DOVER TOWN COUNCIL

Minutes of the meeting of the PLANNING COMMITTEE held at the Council Offices, Maison Dieu House, Biggin Street, Dover, on Monday 4<sup>th</sup> December at 1pm.

### PRESENT

Councillor A Jenner(Chairman)  
 Councillor C Precious  
 Councillor R Walkden  
 Councillor J Lamoon  
 Councillor I Palmer  
 Councillor M Wood  
 Councillor N Rix

*Also present was Councillor Brivio*

### 197. APOLOGIES FOR ABSENCE

Apologies for absence received from Cllr Burke due to ill health, Mr P Sherratt (Dover Society) due to a prior engagement, Councillor Ward & Heron due to work commitments

### 198. DECLARATIONS OF INTEREST

Councillor Wood declared VAOI on planning application DOV/17/01360 & took part in the discussion as a member of the public, but took no part in the voting on this application. Councillor Brivio took part in the discussion as ward councillor.

### 199. MINUTES

The Committee considered the minutes of the meeting of the Committee held on the 6<sup>th</sup> November 2017.

RESOLVED: That the minutes of the meetings of the Committee held on the 6<sup>th</sup> November 2017, be approved as a correct record and signed by the Chairman

### 200. COMMITTEE BUDGET

The Committee noted the latest out-turn against the Committee's 2017/18 budget.

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| Chairman |
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**201. DETERMINED PLANNING CONSENTS**

The Committee noted the decisions of Dover District Council on the following planning applications:

| <u>Application No:</u> | <u>Address</u>  | <u>Decision</u> | <u>Town Council Decision</u> |
|------------------------|---|-----------------|------------------------------|
| DOV/17/0057<br>8       | Buckland Community Centre, Roosevelt Road, Dover, CT16 2BT                              | Granted         | Support                      |
| DOV/17/0089<br>1       | 208 Elms Vale Road, Dover, CT17 9PP   | Granted         | Support                      |
| DOV/17/0089<br>9       | Ryder House, 115-116, London Road, Dover, CT17 0TQ                                      | Granted         | Support                      |
| DOV/17/0098<br>8       | Land Adjoining 1 Malvern Road, Dover, CT17 9RF  | Withdrawn       | Support                      |
| DOV/17/0113<br>5       | Unit 16, St James Retail/Leisure Development, Fronting Townwall Street, Dover, CT16 1QD | Granted         | Support                      |
| DOV/17/0114<br>2       | Land at 111-115, Folkestone Road, Dover, CT17 9SD                                       | Granted         | Support                      |
| DOV/17/0116<br>2       | 35 Elms Vale Road, Dover, CT17 9NZ  | Granted         | Support                      |

**202. APPLICATIONS FOR PLANNING CONSENT**

The Committee considered applications for planning consent passed to the Town Council for consultation purposes.

RESOLVED: That the following observations be passed to the Dover District Council in relation to the applications now considered:

|                        |  |
|------------------------|--|
| <u>Application No:</u> | DOV/17/01263   |
| <u>Proposal:</u>       | Change of use to gym (Class D2)<br>Unit 1H Clock Tower Lofts, Crabble Hill, Dover, CT17 0FA  |
| <u>Comment:</u>        | Support. The Council would like reassurance that the gym will be fully accessible.   |
| <u>Application No:</u> | DOV/17/01268   |
| <u>Proposal:</u>       | Erection of a two and three storey building incorporating 69no. 'Extra Care' apartments (C2 Use) for older persons, communal facilities, parking and landscaping (existing building to be demolished)<br>The Old Sorting Office, Charlton Green, Dover, CT16 1AA |
| <u>Comment:</u>        | Strongly Support   |
| <u>Application No:</u> | DOV/17/01289   |
| <u>Proposal:</u>       | Use of ground floor (part retrospective) for vehicle repair and MOT testing centre with ancillary office, waiting room and staff facilities<br>Unit 1, Primrose Industrial Estate, Coombe Valley Road, Dover, CT17 0UP   |
| <u>Comment:</u>        | Support  |
| <u>Application No:</u> | DOV/17/01304   |

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- Proposal: Change of use to residential (C3)  
15 Castle Street, Dover, CT16 1PU
- Comment: Support
- Application No: DOV/17/01342
- Proposal: Erection of a replacement 15 metre lattice tower and associated ancillary equipment (existing tower to be removed)  
Lord Warden House, Lord Warden Square, Dover
- Comment: Support
- Application No: DOV/17/01343
- Proposal: The removal of the existing 15 metre high lattice tower and its replacement with a new 15 metre high lattice tower and development ancillary thereto  
Lord Warden House, Lord Warden Square, Dover
- Comment: Support
- Application No: DOV/17/01347
- Proposal: Erection of a garage with roof terrace above and glass balustrade  
11 Hardwicke Road, Dover, CT17 9QL
- Comment: Support
- Application No: DOV/17/01349
- Proposal: Part change of use to form two self-contained flats on upper floors  
9 High Street, Dover, CT16 1DP
- Comment: Support
- Application No: DOV/17/01350
- Proposal: Conversion of 1st, 2nd and 3rd floors to form two self contained flats to include erection of internal partition walls.  
9 High Street, Dover, CT16 1DP
- Comment: Support
- Application No: DOV/17/01354
- Proposal: Crown raise 5no. chestnut trees to 3metres above adjacent alleyway and removal of one large limb  
3 Monastery Avenue, Dover, CT16 1AB
- Comment: Object strongly. There is no proper report on condition or need from a qualified tree surgeon as requested for trees with CPO's
- Application No: DOV/17/01360
- Proposal: Conversion of dwelling into 1no 3 bed flat and 2no 1 bed flats (chimney to be demolished)  
28 Priory Hill, Dover, CT17 0AA
- Comment: Strongly Object. The Council, ward Councillor & nine residents of Priory Hill, Dover object to this application. The conversion does not comply with DDC's policy covering the Conversion of Flats- May 2006, section 3 'Avoiding Negative External Effects which include Parking'. Parking is a major problem in this stretch of the road; At the September meeting of the Dover Joint Transportation Board it was decided to go out to consultation to residents concerning a Residents Parking Scheme (which residents have been lobbying for two years). There is no parking within the curtilage of this property so only parking is on the road. Priory Hill is the only road in the area which does not have a controlled parking scheme. As a result, business owners and visitors to the town, park in the road. The decision of the JTB is confirmation that there is a very real parking problem in the Street. The addition of three more households would exacerbate this. In addition, the council does not support the conversion of a family

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Strongly Object. The Council, ward Councillor & nine residents of Priory Hill, Dover object to this application. The conversion does not comply with DDC's policy covering the Conversion of Flats- May 2006, section 3 'Avoiding Negative External Effects which include Parking'. Parking is a major problem in this stretch of the road; At the September meeting of the Dover Joint Transportation Board it was decided to go out to consultation to residents concerning a Residents Parking Scheme (which residents have been lobbying for two years). There is no parking within the curtilage of this property so only parking is on the road. Priory Hill is the only road in the area which does not have a controlled parking scheme. As a result, business owners and visitors to the town, park in the road. The decision of the JTB is confirmation that there is a very real parking problem in the Street. The addition of three more households would exacerbate this. In addition, the council does not support the conversion of a family home to flats. This will affect the nature & amenity of the street to detriment of residency.

Application No: DOV/17/01361

Proposal: Change of use to gymnasium (Class D2 Use)  
First Floor, Block C, St James Retail Park, St James Street, Dover, CT16 1QD

Comment: Support

Application No: DOV/17/01372

Proposal: Change of use and conversion to 6no self contained flats and erection of a two storey rear extension to include 2 self contained flats (existing single storey extension to be demolished)

Kings Hall, 287 London Road, Dover, CT17 0SY

Comment: Object. The council recognises that the applicant has increased natural light somewhat. The number of units is too many for the size of the property. Kings Hall is a listed building (Grade II); the listing specifically mentions the gallery, which this application will destroy.

Application No: DOV/17/01379

Proposal: Conversion to form 6no dwellings to incl. demolition of existing gallery and insertion of new 1st and 2nd floor structure; Demolition of existing rear single storey extension and construction of new two storey extension to form 2no dwellings. listed building  
Kings Hall, 287 London Road, Dover, CT17 0SY

Comment: Object. The council recognises that the applicant has increased natural light somewhat. The number of units is too many for the size of the property. Kings Hall is a listed building (Grade II); the listing specifically mentions the gallery, which this application will destroy.

## 203. LATE PLANNING APPLICATIONS

Application No: DOV/17/01302

Proposal: Change of use to B8 (storage and distribution)  
Wraights of Dover, Edgar Road, Dover, CT17 0ES

Comment: Object. This site is accessed by an unmade track at the top of a narrow residential cul-de-sac. The track provides access for allotment tenants & walkers to High Meadow L.N.R. The use of the site by regular vehicles will affect the amenity of the residents detrimentally,

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Object. This site is accessed by an unmade track at the top of a narrow residential cul-de-sac. The track provides access for allotment tenants & walkers to High Meadow L.N.R. The use of the site by regular vehicles will affect the amenity of the residents detrimentally, causing congestion & potentially blocking and causing damage to the rack used by so many school children walking home to St Radigunds from Astor & Boys Grammar.

Application No: DOV/17/01336  
Proposal: Change of use to a health and fitness complex (Use Class D2 74-94, High Street, Dover, CT16 1EE

Comment: Support  
Application No: DOV/17/01414  
Proposal: Display of two internally illuminated banner signs Unit 3AC St James Centre, Townwall Street, Dover, CT16 1QD  
Comment: Support

#### 204. LICENSING AND CONSENTS

New Licence Application V Lounge, 7 Canon Street, Dover CT16 1BY  
 Grant of Premises License to place 2 tables & 8 chairs on the Highway between 08:00 to 23:00.

RESOLVED: That the Town Council has no objection to New Licence Application V Lounge, 7 Cannon Street, Dover, CT16 1BY Grant of Premises License to place 2 tables & 8 chairs on the Highway between 08:00 to 23:00, but would like the reassurance that there be at least .2 metres of Highway.

New Licence Application Charlton Centre Café, Unit 17, Charlton Centre, High Street, Dover, CT16 1TT Grant of Premises License  
 To enable the sale of alcohol between 11:00 to 04:00 Sunday to Thursday & 11:00 to 05:00 Friday & Saturday. To enable the sale of alcohol or extended hours on New Year's Eve 11:00 to 06:00. To enable the provision of hot food and drink

04:00

Sunday to Thursday 23:00 to 05:00 Friday & Saturday To enable the provision of hot food & drink for extended hours on New Year's Eve 23:00 to 06:00

RESOLVED: That the Town Council has no objection to New Licence Application Charlton Centre Café, Unit 17, Charlton Centre, High Street, Dover, CT16 1TT

New Licence Application Iceland Food Ltd, Unit 13, St James Retail Park, Dover, CT16 1JR  
 Grant of Premises Licence To enable the supply/sale of alcohol for consumption off the premises between 07:00 - 23:00 Monday to Sunday

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RESOLVED: The Committee objects to the Application for a grant of premises licence to Iceland Food Ltd, Unit 13, St James Retail Park, Dover, CT16 1JHt would ask for the hours for sale of alcohol be limited to 9am-11pm Monday to Sunday.

**205. CONSULTATIONS**

Dover District Council Consultations  
Proposal for former cinema site, Castle Street, Dover

Committee members were asked to send comments to the clerk by 8 December

Dover District Council Consultation  
Proposed Commonwealth War Memorial

Committee members were asked to send comments to the clerk by 8 December

**206. INFORMATION ITEMS**

The committee noted urgent decision UD17/18- 004 regarding change of meeting time

Committee noted the information from KCC Consultation - Gypsy & Traveller Site Allocation Policy

**207. DATE OF NEXT MEETING**

The next meeting will be held on the 15<sup>th</sup> January 2018 at 6pm.

The meeting closed at 2.51pm

Councillor A Jenner  
CHAIRMAN

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|                        |                                    | Actual Last<br>Year | Actual Year<br>To Date | Current<br>Annual Bud | Variance<br>Annual Total | Committed<br>Expenditure | Funds<br>Available | % of<br>Budget |
|------------------------|------------------------------------|---------------------|------------------------|-----------------------|--------------------------|--------------------------|--------------------|----------------|
| <b><u>Planning</u></b> |                                    |                     |                        |                       |                          |                          |                    |                |
| 201                    | Planning                           |                     |                        |                       |                          |                          |                    |                |
| 4201                   | Planning                           | 18,831              | 491                    | 16,000                | 15,509                   | 15,000                   | 509                | 96.8 %         |
|                        | Planning :- Expenditure            | <u>18,831</u>       | <u>491</u>             | <u>16,000</u>         | <u>15,509</u>            | <u>15,000</u>            | <u>509</u>         | <u>96.8 %</u>  |
| 1050                   | Misc Income                        | 10,000              | 0                      | 0                     | 0                        |                          |                    | 0.0 %          |
|                        | Planning :- Income                 | <u>10,000</u>       | <u>0</u>               | <u>0</u>              | <u>0</u>                 |                          |                    |                |
|                        | <b>Net Expenditure over Income</b> | <u>8,831</u>        | <u>491</u>             | <u>16,000</u>         | <u>15,509</u>            |                          |                    |                |
|                        | Planning :- Expenditure            | <u>18,831</u>       | <u>491</u>             | <u>16,000</u>         | <u>15,509</u>            | <u>15,000</u>            | <u>509</u>         | <u>96.8 %</u>  |
|                        | Income                             | <u>10,000</u>       | <u>0</u>               | <u>0</u>              | <u>0</u>                 |                          |                    | <u>0.0 %</u>   |
|                        | <b>Net Expenditure over Income</b> | <u>8,831</u>        | <u>491</u>             | <u>16,000</u>         | <u>15,509</u>            |                          |                    |                |