



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

DATE OF ISSUE:
5th December 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, 10th December 2018 at 6 p.m. 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.

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 meeting of the Planning Committee held on 12th November 2018 (copy attached).

4. COMMITTEE BUDGET

To consider the latest out-turn against the Committee's 2018/19 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/18/00046	Land rear of, 21 Market Square, Dover, CT16 1NH	Granted	Support
DOV/18/00079	Site at Buckland Mill, Crabble Hill, Dover, CT17 0FA	Granted	Neutral
DOV/18/00777	Former William Muge House & Snelgrove House, Leyburne Road, Harold Street and Godwyne Road, Dover, CT16 1RZ	Granted	Support
DOV/18/00816	Site r/o 89-91, Folkestone Road, Dover, CT17 9SD	Granted	Support
DOV/18/00933	Admiralty Pier, Western Docks, Dover	Granted	Support
DOV/18/00953	134 Elms Vale Road, Dover, CT17 9PN	Granted	Support
DOV/18/00979	Hubert House, 9 Castle Hill Road, Dover, CT16 1QW	Granted	Support
DOV/18/00989	St Monica's, 155 Folkestone Road, Dover, CT17 9SG	Granted	Support
DOV/18/00993	Cullins Yard, Cambridge Road, Dover, CT17 9BY	Granted	Support
DOV/18/01012	3 Dour Street, Dover, CT16 1EL	Granted	Support
DOV/18/01024	2-6, Cambridge Terrace, Dover, CT16 1JT	Granted	Support
DOV/18/01039	9 St James Street, Dover, CT16 1QD	Granted	Support
DOV/18/01059	Dover South Services, Limekiln Street, Dover, CT17 9EF	Granted	Support
DOV/18/01060	148 Folkestone Road, Dover, CT17 9SN	Granted	Support
DOV/18/01073	Former Co-op Store, 55-61, Castle Street, Dover, CT16 1PT	Granted	Support

6. APPLICATIONS FOR PLANNING CONSENT

To consider the following applications for planning consent: -

<u>Application No:</u>	<u>Proposal</u>
DOV/18/00221	Erection of a six storey building, comprising flexible Class A1, A2, A3 & A4 uses (ground floor) and flexible Class A1, A2, A3 & A4 uses and B1 (1st Floor) and the formation of 28no flats (2nd - 5th floor); Separate Commercial and residential access; Associated commercial bin storage; Secure residential bin and cycle storage; Gated rear service yard; 4no parking spaces; Communal roof garden at third floor level and associated works. 62 Castle Street, Dover, CT16 1PA
DOV/18/00901	Variation of Condition 2 (approved Plans) to allow design changes of planning permission DOV/15/00442 (application under section 73) (amended plans) 60 London Road, Dover, CT17 0SP
DOV/18/01038	Conversion of upper floors from 2no. self-contained flats to 5no. self-contained flats and erection of a two storey rear extension (amended description) 4A Bench Street, Dover, CT16 1JH
DOV/18/01147	Change of use of basement to self-contained flat, ground, first and second floors to a maisonette, erection of single storey cycle/bin store to rear, replacement window to front elevation, new opening and door to rear elevation, replacement rainwater goods, 2m high fence, formation of patio and external steps with balustrade to rear elevation (rear extension to be demolished) 13 Castle Street, Dover, CT16 1PT
DOV/18/01157	Erection of a first floor rear extension to facilitate the change of use and conversion into 2no. self-contained flats (Use Class C3), installation of 2no. sliding doors, 2no. balconies with balustrade and entrance door to front elevation 49 - 51 High Street, Dover, CT16 1EB
DOV/18/01176	Change of use from dwellinghouse into 2no. self-contained flats 153 London Road, Dover, CT17 0TG
DOV/18/01197	Change of use into 3no. self-contained flats and enlargement of 3rd floor rear window (existing chimney to be removed) 26 Templar Street, Dover, CT17 0BP
DOV/18/01230	Change of use into 2no. self-contained flats (Class C3), insertion of 2no. entrance doors and window to front, erection of 1.5m wall and metal railings, insertion of French doors to side and rear elevation (front canopy to be removed) 122 London Road, Dover, CT17 0TG
DOV/18/01249	Variation of Condition 2 of planning permission DOV/17/00070 to allow changes to approved plans (application under Section 73) 93 High Street, Dover, CT16 1EB

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 consultations

11. INFORMATION ITEMS

Chairman's update report

12. DATE OF NEXT MEETING

The next meeting will be held on the 21st January 2019.

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, 12th November 2018 at 6 p.m.

PRESENT

Councillor I. Palmer – Chairman
 Councillor P. Brivio
 Councillor J. Lamoon
 Councillor A. Jenner
 Councillor S. Jones
 Councillor C. Precious (*until agenda item 6, planning application DOV/18/01156*)
 Councillor N. Rix
 Councillor R. Walkden
 Councillor M. Wood
 Councillor C. Zosseder
 Mr P. Sherratt – Dover Society
 Mr G. Margery – Dover Society

179. APOLOGIES FOR ABSENCE

Apologies received from Councillor J. Heron & Councillor J. Ward due to personal commitments.

180. DECLARATIONS OF INTEREST

Councillors present made no declarations of disclosable pecuniary and/or other interests as required by law.

181. MINUTES

The Committee considered the minutes of the meeting of the Committee held on the 5th October 2018.

RESOLVED: That the minutes of the meetings of the Committee held on the 15th October 2018, be approved as a correct record and signed by the Chairman.

182. COMMITTEE BUDGET

Chairman

The Committee noted the latest out-turn against the Committee's 2018/19 budget.

183. 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/18/00952	5 Chestnut Road, Dover, CT17 9PY	Granted	Support
DOV/18/00830	31 Biggin Street, Dover, CT16 1BU	Granted	Support
DOV/18/00788	19 Peverell Road, Dover, CT16 2EW	Refused	Object
DOV/18/00775	Total Dentalcare, 64 Pencester Road, Dover, CT16 1BW	Granted	Support
DOV/18/00972	64 Durban Crescent, Dover, CT16 2JJ	Granted	Support
DOV/18/00739	Unit 3A St James Retail Development, Townwall Street, Dover, CT16 1LN	Granted	Support
DOV/18/00987	162 The Gateway, Marine Parade, Dover, CT16 1LJ	Granted	Support
DOV/18/00936	Dover Travel Information, Bus Station, Pencester Road, Dover, CT16 1BW	Granted	Support
DOV/18/00957	Land to the rear of 59 and 61, Maison Dieu Road, Dover, CT16 1RA	Granted	Support
DOV/16/01434	Former Barwick Site, Coombe Valley Road, Dover, CT17 0EP	Granted	Support

184. 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/18/01065
<u>Proposal:</u>	Change of use of part of ground floor to Offices (B1) 7 Park Place, Dover, CT16 1DF
<u>Comment:</u>	Support. Look forward to receiving an application to change the shop front that adheres to the necessary guidelines
<u>Application No:</u>	DOV/18/01096
<u>Proposal:</u>	Erection of emergency stairwell (existing stairwell to be removed) Dover College, St Martins House, Effingham Crescent, Dover, CT17

Chairman

- 9RH
Comment: Support
Application No: DOV/18/01098
Proposal: Conversion of the lower ground floor to a self-contained flat
 28 Winchelsea Street, Dover, CT17 9ST
- Comment: Object. The property is of insufficient size for two households. Poor stacking arrangements highlighted by Environmental Health together with insufficient windows will provide poor quality of life for occupants. The ill-conceived development will be to the detriment of the character of the neighbourhood.
- Application No: DOV/18/01131
Proposal: Display of an advertisement hoarding and 5 no. non-illuminated information signs with flags
 The Old Sorting Office, Charlton Green, Dover, CT16 1AP
- Comment: Support
Application No: DOV/18/01133
Proposal: Erection of an additional storey containing 6 no. apartments, incorporating a new pitched/mansard roof to replace the existing flat roofs and associated alterations
 Chalkwell Court, Eaves Road, Dover, CT17 9UA
- Comment: Object. The proposed development, by virtue of the scale, height and form of the roof extension, would form a dominant and visually intrusive feature within Eaves Road, out-of-character with the established scale and character of development in the road. Consequently, the development would cause significant and demonstrable harm to the character and appearance of the area, contrary to paragraphs 58, 60, 61 and 64 of the National Planning Policy Framework which would outweigh the benefits of the proposal.
- In addition, the Committee were concerned by the lack of sufficient on street parking, congestion creating dangers for children and the major disruption the works will cause for residents kept on site during construction.
- Application No: DOV/18/01137
Proposal: Erection of a two-storey side extension, formation of a driveway and vehicular access
 39 Melbourne Avenue, Dover, CT16 2JA
- Comment: Support
Application No: DOV/18/01138
Proposal: Display on two non-illuminated banner signs
 Numbers 2 to 9, Cambridge Terrace, Dover, CT16 1JT
- Comment: Support
Application No: DOV/18/01144
Proposal: Erection of a single storey rear extension (existing outbuildings to be demolished)
 24 Salisbury Road, Dover, CT16 1EU
- Comment: Support
Application No: DOV/18/01148
Proposal: Change of use from office to 2 no residential units to incl. demolition of modern rear extension; removal of staircase from basement to ground floor; replacement window to front (SE) elevation; removal of internal wall to ground floor & erection of steel staircase to rear.
 13 Castle Street, Dover, CT16 1PT
- Comment: Support
Application No: DOV/18/01156

Chairman

- Proposal: Variation of Condition 2 of planning permission DOV/17/01268 to allow 4no. additional apartments (application under Section 73)
The Old Sorting Office, Charlton Green, Dover, CT16 1AA
- Comment: Support
- Application No: DOV/18/01158
- Proposal: Infill of rear balcony with upvc and installation of replacement windows and doors
120 The Gateway, Marine Parade, Dover, CT16 1LH
- Comment: Support
- Application No: DOV/18/01161
- Proposal: Change of use to 24-hour taxi booking office
4 Church Street, Dover, CT16 1LY
- Comment: Support. With the following conditions: any change to signage should comply with policy guidance; CCTV must be installed and used to manage antisocial behaviour; taxis must park in Stembrook and not use on street parking; proprietor to be active in managing noise and disturbance after 10 p.m. and before 7 a.m. Views of local residents were seriously considered. It was difficult to balance the views, but the Committee is particularly conscious of the numbers of vacant premises in the Town Centre.

185. LATE PLANNING APPLICATIONS

- Application No: DOV/18/01121
- Proposal: Change of use from Dental surgery to self-contained flat (Use Class C3)
51A Salisbury Road, Dover, CT16 1EX
- Comment: Support
- Application No: DOV/18/01183
- Proposal: Variation of Conditions 7 (verification report), 10 (cycle storage), 13 (landscaping) and 17 (design, materials, irrigation system, planting and maintenance schedule) to allow amendments to the wording of the conditions of planning permission DOV/18/00137 (application under section 73)
Meggar Limited, Archcliffe Road, Dover, CT17 9EN
- Comment: Support

186. LICENSING AND CONSENTS

An application for street trading on designated consent street at the location detailed below

To Sell: Thai Food
Dates: Monday - Sunday
Timings: 10.00 - 18.00
Location: Biggin Street

RESOLVED: Object. The location in front of the listed War Memorial and Maison Dieu House is inappropriate and detrimental to the appearance of the Town. The Council would like to see the business located elsewhere in the ~~area~~ ^{precinct} as a new business is to be welcomed.

187. CONSULTATIONS

Chairman

There were no Consultations.

188 NEIGHBOURHOOD PLANNING

The Committee noted the Chairman’s report regarding Neighbourhood Planning.

RESOLVED TO RECOMMEND: That any grant received for Neighbourhood Planning should be held in the budget of the Planning Committee and necessary transfers from the Neighbourhood Planning Reserve may be made to and from the budget of the Planning Committee for expenditure incurred with delegation to the Proper Officer in consultation with the DNP Steering Group.

189. INFORMATION ITEMS

The Committee noted the Chairman’s update report.

190. DATE OF NEXT MEETING

The next meeting will be held on the 10th December 2018 at 6 p.m.

The meeting closed at 7.20 p.m.

Councillor I Palmer
CHAIRMAN

Chairman

	Actual Last Year	Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available	% of Budget
Planning							
201 Planning							
4201 Planning	521	109	1,000	891		891	10.9 %
Planning :- Expenditure	<u>521</u>	<u>109</u>	<u>1,000</u>	<u>891</u>	<u>0</u>	<u>891</u>	<u>10.9 %</u>
Net Expenditure over Income	<u>521</u>	<u>109</u>	<u>1,000</u>	<u>891</u>			
Planning :- Expenditure	521	109	1,000	891	0	891	10.9 %
Income	0	0	0	0			0.0 %
Net Expenditure over Income	<u>521</u>	<u>109</u>	<u>1,000</u>	<u>891</u>			