



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

DATE OF ISSUE:
21st January 2025

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, 27th JANUARY 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 the Town Clerk on 01304 242 625.

Allison Burton
TOWN CLERK

AGENDA

1. APOLOGIES FOR ABSENCE

To receive any 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 on.)

3. MINUTES

To note the Approved Minutes of the meeting of the Planning Committee held on the 25th November 2024 resolved in Minute No. 191 at the Town Council Meeting held 15th January 2025. (Copy attached).

4. COMMITTEE BUDGET

To note the budget out-turn against the Committee's 2024/25 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>
24/01246	Dover Discovery Centre Market Square Dover Kent CT16 1PH	Granted	Support
24/00848	20 Castle Street Dover CT16 1PW	Granted	Support
24/00894	Greenacres Roman Road Dover CT16 2QG	Granted	Support
24/01158	30 Elm Park Gardens Dover CT17 9NQ	Granted	Support
24/01163	173 - 177 Snargate Street Dover CT17 9BZ	Refused	Object

6. APPLICATIONS FOR PLANNING CONSENT

To consider the following applications for planning consent:

<u>Application No:</u>	<u>Proposal</u>
24/00668	Change of use from A1 to C3 (Pizza shop to studio flat) 22 High Street Dover CT16 1DR
24/01161	Outline application for the erection of a block of 50 self-contained flats, vehicle access and parking (with landscaping reserved) Land Adjoining 1 Malvern Road Dover CT17 9RF
24/01205	Erection of two-storey rear, single storey side and rear extensions, 2 rooflights to front roof slope, rear dormer window, garage conversion to habitable space, and associated external alterations 163 - 165 Clarendon Place Dover CT17 9QF
24/01215	Erection of a two-storey side extension with associated external alterations (proposed plans now published) 95 St Davids Avenue Dover CT17 9HN
24/01264	Change of use to taxi booking office (Sui Generis) 9 Church Street Dover CT16 1LY
24/01291	Display of 2 non-illuminated fascia signs 9 Church Street Dover CT16 1LY
24/01319	Change of use and conversion to a clubhouse for the Royal Cinque Ports Yacht Club, erection of single storey side/rear extensions with glazed link, balcony, storm porch, solar panels to roof and associated alterations The Clock Tower Union Street Dover CT17 9FJ

7. LATE PLANNING APPLICATIONS

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

8. CONSULTATIONS

Transport for the southeast are asking residents, businesses and interest groups in the region to take part in the public consultation to give us their views on their proposals. the consultation survey, is open until 7th March 2025 <https://tfse.engage-360.co.uk/>

As part of their work to prepare a new Parking Strategy for the area, DDC has launched a parking survey, and your views are sought (cannot access on website, copy to follow)

9. LICENSING

To note there are no Licence applications

10. DATE OF NEXT MEETING

The next meeting will be held on Monday, 24th February 2025 at 6 p.m.

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, 9.30AM - 4.30PM. COPIES MAY BE REQUESTED GIVING 1 WORKING DAY'S NOTICE AND WILL BE CHARGED AT £1 PER BLACK & WHITE COPY AND £2 PER COLOUR 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, 25th November 2024 at 6 p.m.

PRESENT

Councillor Calder (Chair)
 Councillor Biggs
 Councillor Bird
 Councillor Collor
 Councillor Cowan
 Councillor Kember
 Councillor Lamoon
 Councillor Verrill

155. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Collins & Shread due to personal commitments and Councillor Sawbridge due to ill health.

156. DECLARATIONS OF INTEREST

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

157. MINUTES

The Committee considered the minutes of the meeting of the Planning Committee held on 4th November 2024.

RESOLVED: That the minutes of the meeting of the Planning Committee held on 4th November 2024 be signed by the Chair.

158. COMMITTEE BUDGET

The Committee noted the budget out-turn against the Committee's 2024/25 budget.

Chair

The Committee noted the 2025/26 budget process is underway. Members wishing to make representations should contact the Chair of the Committee. The Town Council budget will be resolved at the Full Town Council meeting on Wednesday 15th January 2025.

159. 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>
21/01425	Dover Town Hall, High Street, Dover, CT16 1DL	Granted	Support
24/00957	409-411 Folkestone Road Dover, CT17 9JT	Granted	Support
24/00181	The Beacon Project Bench Street Dover,	Granted	Object
24/00841	Former United Reformed Church, High Street, Dover, CT16 1DP	Granted	Support

160. 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>	24/00293
<u>Proposal:</u>	Erection of a drive thru restaurant, car parking, car charging bays, substation, landscaping and associated works, including Customer Order Displays (COD) and a height restrictor. Land At the Corner of Townwall Street and Woolcomber Street Dover CT16 1QF.
<u>Comment:</u>	Object strongly - Having previously expressed concerns about the impact of this proposed development on flows of traffic, the Town Council continues to object to the revised proposal noting the high volume of local people objecting and the serious concerns expressed by Heritage England and the Senior Archaeologist at Kent County Council. The Council believes that the locating of the proposed development of a standard design McDonalds unit adjacent to the tidy ruin of St James and within 8m of the Castle (a Scheduled Monument and a Grade 1 listed building) will be detrimental to the sensitive historic and townscape setting. The development will overwhelm the tidy ruin of St James and adjacent historic buildings at the entrance to the St James shopping centre and backing onto Woolcomber St. as well as being detrimental to the Motes Bulward below the clifftop setting of the Castle. Enough damage has been caused to the history, heritage and beauty of the townscape of Dover. Instead of settling for "good

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enough" there is a need for the public sector and development control to genuinely commit to enhance enhance Dover's remaining heritage assets. The heritage buildings of Dover are much lauded by Economic Development/Inward Investment and Planning teams except, it appears, when an inappropriate proposal such as the McDonalds development provides money or face savings to the district council by solving a site issue caused by lack of strategic/visionary thinking. Let us rather see a plan to enhance St James ruin and the few remaining historic buildings in that vicinity which has been sufficiently blighted by the A20 and Gateway development.

- Application No: 24/01065
Proposal: Erection of a classroom building (existing temporary classroom to be removed).
 Vale View County Primary School Vale View Road Dover CT17 9N
Comment: Support
- Application No: 24/01147
Proposal: Variation of condition 2 (approved plans) of Listed Building Consent 23/01431 (Works to facilitate conversion of Protea House to form ground floor conference /function room to include: Ground floor: Removal of load bearing walls and 2no chimney breasts. Basement: infill and insert new openings and partitions to form treatment rooms extending the existing hotel spa facilities. Remove existing and insert new partitions including Infill openings. Rear NW elevation infill 1no ground floor window) to allow for additional structural steelwork to ground floor Removal of existing historic fabric between new steelwork due to lack of stability. Revised drawings to show updated details.
 Dover Marina Hotel and Spa Waterloo Crescent Dover CT17 9BP
Comment: Support
- Application No: 24/01158
Proposal: Erection of a first-floor side extension, conversion of garage to habitable accommodation with alterations to windows/doors and insertion of roof lights.
 30 Elm Park Gardens Dover CT17 9NQ
Comment: Support
- Application No: 24/01162
Proposal: Change of use and conversion to create self-contained flat to include the insertion of 2 lightwells.
 Westbury House 1 Westbury Road Dover CT17 9QH
Comment: Support
- Application No: 24/01163
Proposal: Change of use to hand car washing (suis Generis).
 173 - 177 Snargate Street Dover CT17 9BZ
Comment: Object - There is no plan for wastewater/runoff removal or provision for appropriate connections to drainage systems. There have been problems at nearby sites caused by failure to appropriately deal with th waste water caused by carwashing. It is disappointing to see a

Chair

national company submit an application without proper consideration of the impacts on local infrastructure. Local businesses need to address their responsibilities to the town they operate in properly.

Application No: 24/01189
Proposal: Erection of first floor balcony to rear and associated external stairs.
 16 Godwyne Road Dover CT16 1SW
Comment: Object - The balcony and outside staircase are large and inappropriate to the style of the property. They would be visible from many points on the public highway and would overlook several neighbouring gardens. The privacy screen of obscured glass will provide privacy to the occupants of 16 Godwyne Road while the balcony would deprive neighbours of theirs. The Council objects on the basis of diminishment of amenity to neighbouring properties and to the appearance of the building.

161. LATE PLANNING APPLICATIONS

Application No: 24/01196
Proposal: Conversion of 2 maisonettes to 4 flats
 4 St Johns Road Dover Kent CT17 9SE
Comment: Object - some of the proposed flats appear (there is no statement on the application of the area of 2 flats) to be less in area than the minimum sizes provided in the National Space Standards - which may not have been adopted locally but which indicate the minimum required for a decent quality of life for flat dwellers. In addition the 1005 increase in number of households suggests that there will be a diminishment in local amenities such as ease of parking, number of bins blocking pavements and an increase in both foot and vehicular traffic in the road.

Application No: 24/01215
Proposal: Erection of a two-storey side extension with associated external alterations.
 95 St Davids Avenue Dover CT17 9HN
Comment: Object -The Planning Portal did not provide access to drawings showing the proposed extension at the time of the committee meeting and since it was not possible to see what is planned, the committee could not reach a favourable view.

Application No: 24/01216
Proposal: Installation of Air Source Heat Pump
 2 Underdown Road Dover Kent CT17 9QS

Chair

Comment: Support

Application No: 24/01219
Proposal: Erection of a two-storey side and single storey rear extension
 16 St Patricks Road Dover CT17 9HE

Comment: Support

Application No: 24/01222
Proposal: Cut back lateral limbs by 3-4 metres of one Holm Oak (T1) the subject
 of Tree Preservation Order No 5 of 1997.
 1 Heritage Gardens Dover CT16 1AL

Comment: Support

Application No: 24/01225
Proposal: Erection of a rear extension
 28 The Abbots Dover CT17 0GA

Comment: Support

162. RELOCATION OF SLOW WORMS

To consider chairpersons report regarding the relocation of slow worms (copy attached)

RESOLVED TO RECOMMEND: That the Town Council be party to the transfer of slow worms from land at Barwick Road Dover CT7 0TJ to the High Meadow local Nature reserve.

163. LICENSING

The Committee noted that there were no Licence applications

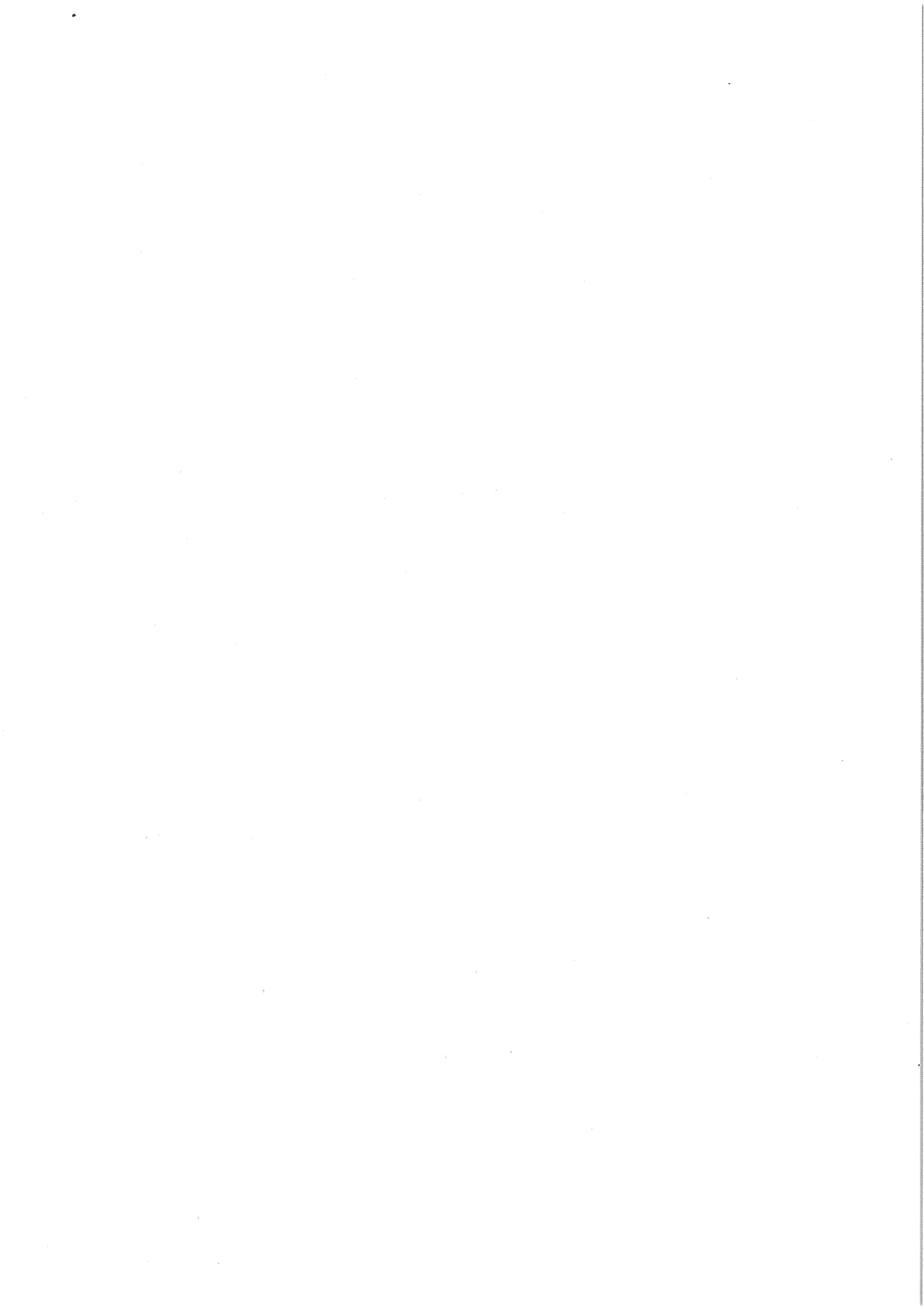
164. DATE OF NEXT MEETING

The Committee noted that the next Planning Committee meeting will be held on Monday 27th January 2025 at 6 p.m.

The meeting closed at 6.48p.m.

Councillor A Calder
 CHAIR

Chair



Detailed Income & Expenditure by Budget Heading 21/01/2025

Month No: 10

Cost Centre Report

	Actual Year To Date	Current Annual	Variance Annual	Committed Expenditure	Funds Available	% Spent	Transfer to/from EMR
<u>201 Planning</u>							
4201 Planning	0	500	500		500	0.0%	
Planning :- Indirect Expenditure	<u>0</u>	<u>500</u>	<u>500</u>	<u>0</u>	<u>500</u>	<u>0.0%</u>	<u>0</u>
Net Expenditure	<u>0</u>	<u>(500)</u>	<u>(500)</u>				
Grand Totals:- Income	0	0	0			0.0%	
Expenditure	0	500	500	0	500	0.0%	
Net Income over Expenditure	<u>0</u>	<u>(500)</u>	<u>(500)</u>				
Movement to/(from) Gen Reserve	<u>0</u>	<u>(500)</u>	<u>(500)</u>				

