



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

DATE OF ISSUE:
23rd April 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, 28th APRIL 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 24th of February 2025 resolved in Minute No. 272 at the Town Council Meeting held 16th April 2025. (Copy attached).

4. 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>
25/00123	17 Biggin Street Dover Kent CT16 1BH	Refused	Object
24/01134	140 Buckland Avenue Dover CT16 2NN	Granted	Support
25/00030	2 Milton Close Dover Kent CT16 2BG	Granted	Support
24/00815	Archcliffe Fort Archcliffe Road Dover CT17 9EL	Granted	Support

5. APPLICATIONS FOR PLANNING CONSENT

To consider the following applications for planning consent:

<u>Application No:</u>	<u>Proposal</u>
22/01380	Variation of Condition 2 (approved plans) of Listed Building Consent DOV/19/01365 (Internal & external alterations to facilitate the change of use to 18 residential units (6 maisonettes, 7 flats, 3 townhouses and 2 cottages (conversion of existing outbuildings), including removal of external fire escape stair, balconies & canopy. Internal demolition of modern partitions, erection of new internal partitions to facilitate subdivision, vertical sub-division to facilitate 3 townhouse and 6 maisonettes, insertion of new staircases, 2no. entrance doors, dropping of 1no. window cil to create door to provide access to roof terrace. Replace 3no door openings with windows to Southwest elevation. Replace window with door & door with window on South East elevation) to allow internal alterations, including alterations to the layout and configuration of proposed maisonettes and flats to facilitate change of use to 15 residential units (5 maisonettes, 5 flats, 3 town houses, 2 cottages),1 building management unit and storage provision (conversion of existing buildings), retention of external fire escape, alterations to 2no. windows and relocation of refuse and cycle store (amended details) 7-8 Eastbrook Place St Marys Residential Home Maison Dieu Road Dover CT16 1RP

- 22/01381 Variation of Condition 2 (approved plans) of planning permission DOV/19/01364 (Change of use of St Marys Residential home from care home (C2) to residential (C3) to create 18 residential units, (6 maisonettes, 7 flats, 3 town houses, and 2 cottages (conversion of existing buildings) and for the erection of 2 cottages at rear (total 20 units), landscaping, re-provision of parking and turning area, external alterations and other associated works) (S73) to allow reduction in number of residential units, alterations to internal layout and configuration of flats and maisonettes to create 15 residential units (5 maisonettes, 5 flats, 3 town houses, 2 cottages), 1 building management unit and storage provision (conversion of existing buildings), retention of external fire escape, alteration to 2 windows, omission of erection of 2 cottages at rear, relocation of refuse and cycle storage and discharge of condition 19 (sound insulation) (amended details)
7-8 Eastbrook Place St Marys Residential Home Maison Dieu Road Dover CT16 1RP
- 24/00986 Change of use of land to residential garden
Land Rear 3 Newbury Close Dover CT17 9NE
- 25/00168 Erection of side extension
19 Minerva Avenue Dover CT16 2PF
- 25/00291 Installation/replacement of an ATM cash dispenser
18 - 19 Market Square Dover CT16 1NX
- 25/00292 Display of 1 internally illuminated ATM fascia sign and 1 non-illuminated surround sign lettering "free cash withdrawals" and Euronet Logo.
18 - 19 Market Square Dover CT16 1NX
- 25/00311 Erection of two buildings incorporating 29no. flats and home working hub (existing building to be demolished)
Karma Leisure Ltd Adrian Street Dover CT17 9AT
- 25/00318 Change of use to 17 residential flats with associated internal/external alterations
1 - 5 Waterloo Crescent Dover CT16 1LA
- 25/00319 Conversion from offices and former Yacht Club to 17no residential flats, to include erection of new partitions, thermal upgrading of external walls; blocking of existing and insertion of new openings; insertion of lift; removal of staircase; install 1 new staircase from ground to 5th floor; install 3no smoke shafts. External works to include replace 3no windows with AOV window units; insertion 3no AOV roof lights; replacement of roof covering; replacement of existing external balustrading; removal of external fire escape stair from side elevation; patch re-rendering, extension to part 3rd floor; installation of solar panels.
1 - 5 Waterloo Crescent Dover CT16 1LA
- 25/00321 Erection of part single, part two storey rear extension and insertion of lantern to existing flat roof extension
96 Manor Road Dover Kent CT17 9JZ
- 25/00335 Erection of single storey side extension
95 St Davids Avenue Dover CT17 9HN
- 25/00342 Display of internally illuminated freestanding digital screen
Priory Service Station 6 - 12 Folkestone Road Dover CT17 9RU

- 25/00371 Variation of condition 8 (BREEAM), 15 (heritage public engagement strategy) and 22 (heritage interpretation) on planning permission 24/00181 Full application for the erection of an up to four storeys in height building for uses including education, offices, studio, gallery and cafe (Use Classes E(g)(i), E(b) and F1) to allow changes to wording
The Beacon Project Bench Street Dover Kent
- 25/00379 Erection of a front dormer window, metal flooring over basement, erection of an outbuilding, terrace and glass balustrade
115 Heathfield Avenue Dover CT16 2PD
- 25/00403 Outline application for the erection of 4 dwellings (with access, appearance, layout and scale reserved) (existing workshop to be demolished)
9 Macdonald Road Dover CT17 0HB
- 25/00408 T11- Cut Leaved Plane - remove low sucker growth; T12 - Cut Leaved Plane - remove low sucker growth to 3 metres above ground level; T16 - Cut Leaved Plane - crown lift to 5.5 metres over road; T17 - Cut Leaved Plane - remove basal suckers and crown lift to 5 metres to clear adjoining building by 2 metres; T18 - Cut Leaved Plane - remove basal suckers; T19 - Cut Leaved Plane - remove lower sucker growth on main trunk and stems to provide 2 metres clearance from adjoining building; T20 - Cut Leaved Plane - remove basal suckers; T21 - Cut Leaved Plane - crown lift by removing sucker growth to 3 metres above ground level, all the subject of Tree Preservation Order No 1 of 2010.
South Kent College - Dover Branch Maison Dieu Road Dover CT16 1DH
- 25/00411 Erection of a two-storey side and rear extension above existing commercial unit with mansard roof to create an additional two-storeys for 6 apartments, with internal and external alterations and other associated works
5 King Street Dover CT16 1NW
- 25/00423 Replacement roof tiles
Aldi Foodstore Ltd Cherry Tree Avenue Dover CT16 2NL
- 25/00428 Change of use from retail to 1 residential flat
1 Beaconsfield Avenue Dover Kent CT16 2LS

6. LATE PLANNING APPLICATIONS

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

7. LICENSING

To consider application for Grant of a Premises Licence:

To enable the sale of alcohol
Monday to Saturday 08:00 to 23:00
Sunday 10:00 to 23:00

Location: Dylan Super Store, 51 High Street, Dover, CT16 1EB

8. DATE OF NEXT MEETING

The date of the next meeting to be confirmed.

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, 24th February 2025 at 6 p.m.

PRESENT

Councillor Calder (Chair)
 Councillor Collins
 Councillor Kember
 Councillor Lamoon
 Councillor Sawbridge
 Councillor Shread
 Councillor Verrill

Councillor Odell

Graham Margery Dover Society

243. APOLOGIES FOR ABSENCE

Apologies were received from Councillors Biggs, Collor & Cowan due to personal commitments and Councillor Dawes due to ill health.

244. DECLARATIONS OF INTEREST

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

245. MINUTES

The Committee considered the minutes of the meeting of the Planning Committee held on 27th January 2025.

RESOLVED: That the minutes of the meeting of the Planning Committee held on 27th January be signed by the Chair.

246. COMMITTEE BUDGET

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

Chair

247. 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>
24/01215	95 St Davids Avenue Dover	Granted	Support

248. 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>	24.01319
<u>Proposal:</u>	Change of use and conversion to a clubhouse for the Royal Cinque Ports Yacht Club, erection of single storey side/rear extensions with balcony, storm porch, solar panels to roof and associated alterations The Clock Tower Union Street Dover CT17 9FJ
<u>Comment:</u>	Support
<u>Application No:</u>	25.00072
<u>Proposal:</u>	Display of 4 freestanding digital screens, 1 double sided banner unit and 37 Department of Transport signs Land At the Corner of Townwall Street and Woolcomber Street Dover
<u>Comment:</u>	Object. The proposed installation of four freestanding digital screens, a double-sided banner unit, and 37 Department for Transport signs represents an excessive concentration of signage in this area. This level of visual clutter is likely to have a detrimental impact on the setting of scheduled monuments, including Dover Castle. The proposals conflict with Policy HE1 of the Dover District Local Plan, which seeks to protect the setting of historic assets. The Mote Bulwark, located directly behind the proposed signage, is a historically significant site, and the introduction of excessive, oversized illuminated signs and generic wayfinding signage is neither appropriate nor necessary, as is the case for ferry terminal. McDonald's should reconsider its approach and consider the sensitive historic setting of its proposed restaurant. The site sits beneath Dover Castle, a nationally significant Grade I listed monument, and any new development should be designed to preserve and respect this heritage asset. Furthermore, Paragraph 199 of the National Planning Policy Framework (NPPF) states that great weight should be given to the conservation of heritage assets. The excessive signage risks detracting from the setting of this historic site, conflicting with NPPF Paragraph 200, which requires that developments preserve and enhance heritage assets rather than cause harm. Additionally, the introduction of multiple illuminated digital signs will contribute to increased light pollution, which may negatively

Chair

impact both residents and wildlife. Of particular concern is the potential impact on bats nesting at Dover Castle, a legally protected species under the Wildlife and Countryside Act 1981 and the Conservation of Habitats and Species Regulations 2017. Artificial lighting is well-documented to disrupt bat behaviour, including foraging and roosting patterns, and should therefore be carefully considered in any development proposal.

Application No: 25.00073

Proposal:

Display of 1 internally illuminated 8m totem sign
Land At the Corner of Townwall Street and Woolcomber Street
Dover

Comment:

Object. The proposed 8m internally illuminated totem sign will contribute to excessive visual clutter in an already heavily signposted area. This level of visual clutter is likely to have a detrimental impact on the setting of scheduled monuments, including Dover Castle.

The proposals conflict with Policy HE1 of the Dover District Local Plan, which seeks to protect the setting of historic assets. The Mote Bulwark, located directly behind the proposed signage, is a historically significant site, and the introduction of excessive, oversized illuminated signs and generic wayfinding signage is neither appropriate nor necessary, as is the case for ferry terminal.

McDonald's should reconsider its approach and consider the sensitive historic setting of its proposed restaurant. The site sits beneath Dover Castle, a nationally significant Grade I listed monument, and any new development should be designed to preserve and respect this heritage asset. Furthermore, Paragraph 199 of the National Planning Policy Framework (NPPF) states that great weight should be given to the conservation of heritage assets. The excessive signage risks detracting from the setting of this historic site, conflicting with NPPF Paragraph 200, which requires that developments preserve and enhance heritage assets rather than cause harm.

Additionally, the introduction of multiple illuminated digital signs will contribute to increased light pollution, which may negatively impact both residents and wildlife. Of particular concern is the potential impact on bats nesting at Dover Castle, a legally protected species under the Wildlife and Countryside Act 1981 and the Conservation of Habitats and Species Regulations 2017. Artificial lighting is well-documented to disrupt bat behaviour, including foraging and roosting patterns, and should therefore be carefully considered in any development proposal.

Application No: 25.00088

Proposal:

Insert air conditioning units, intake/exhaust vents, hoppers and down pipes to rear elevation. Internal alterations include Alterations to ground floor internal lobby partition introducing additional glazing. Removal of wooden architrave and wall panels to first floor boardroom including replacement skirting boards.
Harbour House Waterloo Crescent Dover CT17 9BU

Comment:

Support

Application No: 25.00123

Proposal:

Insertion of ground and first floor openings
17 Biggin Street Dover Kent CT16 1BH

Comment:

Object. The Council is unable to make an informed decision regarding the proposed ground and first-floor openings without reviewing the associated application for the conversion of the

Chair

building into eight dwellings. It is essential to assess whether the proposed openings align with and are appropriate for the intended residential use.

Until full details of the wider development are available, the Town Council is unable to support this application.

<u>Application No:</u>	25.00139
<u>Proposal:</u>	Change of use from Class E to Drinking Establishment (Sui Generis) (retrospective) 10 King Street Dover Kent CT16 1NR
<u>Comment:</u>	Object. The premises have been operating as a drinking establishment for approximately four months without obtaining the necessary planning permission. This raises serious concerns regarding the applicant's understanding of licensing and regulatory requirements, which are fundamental to the responsible management of a drinking establishment. At the very least the owners/operators should be obliged to undertake licence training. Furthermore, it is concerning that this illegal sale of alcohol was not identified earlier by Dover District Council's Licensing Department. Under the Licensing Act 2003, premises selling alcohol must comply with all relevant planning regulations, which are integral to upholding licensing objectives, particularly in relation to the prevention of crime and disorder. Additionally, Paragraph 92 of the National Planning Policy Framework (NPPF) states that planning decisions should promote safe and accessible environments, especially where alcohol is sold. The applicant's failure to secure the correct planning classification in advance raises doubts about their ability to operate the premises in a compliant and responsible manner.

249. LATE PLANNING APPLICATIONS

<u>Application No:</u>	24/01100
<u>Proposal:</u>	Display of external lighting and illuminated signage Dover Marina Hotel and Spa Waterloo Crescent Dover Kent CT17 9BP
<u>Comment:</u>	Support
<u>Application No:</u>	24/01101
<u>Proposal:</u>	Proposed external lighting and illuminated signage to building. Proposed lighting to boundary walls Dover Marina Hotel and Spa Waterloo Crescent Dover CT17 9BP
<u>Comment:</u>	Support

250. LICENSING

Committee considered the application for Grant of a Premises Licence:

- 1) To enable the sale of alcohol between 07:00 to 23:00 Monday to Sunday
- 2) To enable Regulated Entertainment 07:00 to 23:00 Monday to Sunday
- 3) To enable the sale of alcohol, regulated entertainment and late-night refreshment until 01:00 on New Years Eve into New Years Day.

Chair

Location: Maison Dieu Town Hall, High Street, Dover CT16 1DL

RESOLVED: That the Town Council support the application for the Grant of a Premises Licence for Maison Dieu Town Hall, High Street Dover, CT16 1DL

251. DATE OF NEXT MEETING

The Committee noted that the next Planning Committee meeting will be held on Monday 17th March 2025 at 6 p.m.

The meeting closed at 7:12 p.m.

Councillor A Calder
CHAIR

Chair

