



John Wright
Town Clerk

Lyme Regis Town Council

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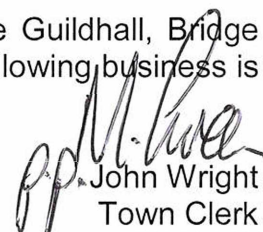
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Planning Committee

Cllr S. Miller, Cllr Mrs C. Reynolds, Cllr J. Broom, Cllr Mrs M. Ellis, Cllr D. Hallett Cllr B. Larcombe, Cllr S. Larcombe, Cllr O. Lovell, Cllr S. Williams, Cllr P. Hicks, Cllr R. Doney, Cllr J. Scowen, Cllr D. Turner and Cllr G. Turner.

Notice is hereby given of a meeting of the Planning Committee to be held in the Guildhall, Bridge Street, Lyme Regis, on Tuesday 30 May 2017 commencing at 7.00pm, when the following business is proposed to be transacted:


John Wright
Town Clerk
24.05.17

AGENDA

Election of Planning Committee Chairman and Vice-Chairman

1. Election of Chairman and Vice-Chairman

To allow the committee to receive nominations and elect its chairman and vice-chairman for the council year 2017-18

2. Terms of Reference

To allow the committee to receive its terms of reference

3. Public Forum

Twenty minutes will be made available for public comment and response in relation to items on this agenda.

Individuals will be permitted a maximum of three minutes each to address the committee

4. Apologies

To receive and record any apologies and reasons for absence.

5. Minutes

To confirm the accuracy of the minutes of the Planning Committee held on the 2 May 2017 (attached).

6. Disclosable Pecuniary Interests

Members are reminded that if they have a Disclosable Pecuniary Interest on their register of interests relating to any item on the agenda they are prevented from participating in any discussion or voting on that matter at the meeting and to do so would amount to a criminal offence. Similarly if you are or become aware of a Disclosable Pecuniary Interest in a matter under consideration at this meeting which is not on your register of interests or is in the process of being added to your register you must disclose such interest at this meeting and register it within 28 days

7. Dispensations

To note the grant of dispensations made by the town clerk in relation to the business of this meeting.

8. Matters arising from the minutes of the Planning Committee meeting held on 2 May 2017

There are no matters arising on this agenda.

9. Update Report

To update members on issues previously reported to this committee

10. Planning Applications

To comment on planning applications submitted as per attached list including consideration of related correspondence.

Public comment

Prior to consideration of each planning application representations will be invited from members of the public either objecting to, or in support of, the application, subject to requests having previously been notified to the chairman or town clerk.

Individuals will be permitted a maximum of three minutes each to address the committee.

11. Amended/Additional Plans

There are no amended plans on this agenda.

12. Withdrawn Applications

There are no withdrawn applications on this agenda.

13. Planning Decisions

To note decisions of the planning authority on previously submitted planning applications as set out on the attached list.

14. Correspondence from West Dorset District council regarding planning related matters

For members to be made aware of letters from West Dorset District Council relating to planning matters.

15. Exempt Business

Committee: Planning

Date: 30 May 2017

Title: Election of Chairman and Vice-Chairman

Purpose of Report

To allow the committee to receive nominations and elect its chairman and vice-chairman for the council year 2017/18

Recommendation

- a) The committee receives nominations for the chairman of this committee and elects its chairman for the council year 2017/18
- b) The committee receives nominations for the vice-chairman of this committee and elects its vice-chairman for the council year 2017/18

Background

- 1. On 4 May 2016, the council approved the terms of reference for its committee structure. The terms of reference have been amended so that each committee will elect its chairman and vice-chairman from among its membership.
- 2. Consequently, nominations are sought for the chairman and the vice-chairman of this committee.
- 3. The relevant standing orders that inform and govern the election of chairmen and vice-chairmen are detailed below.
- 4. Standing order 1.t states:

‘Unless standing orders provide otherwise, voting on any question shall be by a show of hands. At the request of a councillor, the voting on any question shall be recorded so as to show whether each councillor present and voting gave his/her vote for or against that question. Such a request shall be made before moving on to the next item of business on the agenda. If at least two members so request voting may be by signed ballot.’
- 5. Standing order 12.a states:

‘Where more than 2 persons have been nominated for a position to be filled by the Council and none of those persons has received an absolute majority of votes in their favour, the name of the person having the least number of votes shall be struck off the list and a fresh vote taken. This process shall continue until a majority of votes is given in favour of one person. Any tie may be settled by the Chairman’s casting vote. As the first business of a council is to elect a Chairman (the mayor in the case of Lyme Regis Town Council) who is also an ex-officio voting member of all committees, he/she is in a position to

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open and Chair a subcommittee meeting temporarily, with the benefit of a casting vote, until a committee Chairman is elected. In the Mayor's absence, the Deputy Mayor could officiate in the same way. The Town Clerk or other officer cannot open or Chair a committee or sub-committee meeting.'

6. The election of the chairman and vice-chairman of the Planning Committee will be reported to the Full Council on 12 July 2017.

John Wright
Town clerk
May 2017

Committee: Planning

Date: 30 May 2017

Title: Terms of Reference

Purpose

To allow the committee to receive its terms of reference

Recommendation

The committee receives its terms of reference

Background

1. On 24 May 2017, the Full Council was asked to approve the terms of reference for its committees.
2. Assuming there are no amendments made by the Full Council, the terms of reference for the Planning Committee, along with the general terms of reference that apply to all of the council's committees is attached, **appendix 2A**.
3. Any recommendations from this committee will be considered by the Full Council on 12 July 2017.

John Wright
Town clerk
May 2017

Terms of Reference

2. Committees – General

- 2.1 The purpose of the council's committees is to consider issues under their remit. Issues will normally be outlined in a report prepared by officers and each report will normally include a recommendation.
- 2.2 Any recommendation(s) from a council committee will be considered at the subsequent meeting of the Full Council. Any decision or recommendation from a council committee has no status until it has been adopted by the Full Council by way of a resolution. This is unless a committee has devolved powers, i.e. Planning in respect of making recommendations direct to West Dorset District Council on planning applications.
- 2.3 Each committee will:
 - 2.3.1 Elect its chairman and vice-chairman from among its membership;
 - 2.3.2 Confirm the accuracy of the minutes of the last committee meeting;
 - 2.3.3 Agree and review the terms of reference for sub-committees, working or advisory groups that report to the committee;
 - 2.3.4 Receive nominations to existing sub-committees, working or advisory groups that report to the committee;
 - 2.3.5 Elect chairmen and vice-chairmen to existing sub-committees, working or advisory groups that report to the committee;
 - 2.3.6 Appoint any new sub-committees, working or advisory groups, confirmation of their terms of reference, the number of members (including, if appropriate, substitute councillors), receipt of nominations and the election of chairmen and vice-chairmen to them;
 - 2.3.7 To examine on behalf of the council various policies, strategies and plans relating to its subject area and to report these to the Full Council;
 - 2.3.8 To undertake reviews or policy development tasks in relation to any matters falling within the remit of the committee;
 - 2.3.9 To work with other relevant committees of the council where an area of work is shared with that committee.

- 2.4 Council-approved projects and objectives will be delegated to the relevant committee.
- 2.5 No business may be transacted at a committee meeting of the Full Council unless at least one third of the whole number of members of the committee are present and in no case shall the quorum of a meeting be less than three.

7. Planning

- 7.1 The purpose of the Planning Committee is to ensure the long-term interests of the town as a whole are taken into account in policies and decisions of the town, district and county councils, in so far as planning and highways issues are concerned.
 - 7.1.1 To make recommendations direct to West Dorset District Council on planning applications.
 - 7.1.2 The chairman and vice-chairman of the committee have delegated authority to make recommendations directly to West Dorset District Council on the committee's behalf if a comment is required before the next meeting.

Committee: Planning

Date: 30 May 2017

Title of Report: Update Report

Purpose of Report

To update members on issues previously reported to this committee

Recommendation

That members note the report

Report

Sidmouth Road Park and Ride Planning Application

The chairman and deputy town clerk met with the East Devon planning officer and a senior representative from Dorset County Council's highways team on 5 May.

The meeting was extremely helpful in better understanding the planning officer's concerns about the application and the additional information required to address those concerns.

Dorset County Council are finalising a statement in support of the application which will be submitted to East Devon before the end of this month.

The application is then likely to be considered by East Devon's Planning Committee on 8 July; which is the earliest available meeting.

The deputy town clerk will continue to liaise with potential bus operators in the meantime with the intention of having a service 'ready to go' assuming a successful outcome of the planning process.

Replacement Seafront Railings

The deputy town clerk has written to Boon Brown about the submission of this application as requested. A response is awaited and any information will be reported verbally at the meeting.

Application WD/D/17/00050 (Harbour Heights)

The Chairman has continued to pursue with West Dorset this committee's various concerns about the above application; particularly the apparent intention of disposing of surface water to soakaways.

This has culminated in a letter from their infrastructure engineer in the technical services team which states:

'Dear Cllr Miller,

Thank you for your enquiry regarding application WD/D/17/000050, Harbour Heights.

In response to your concerns regarding the drainage arrangements on site I respond as follows;

You are correct in saying it's essential we don't allow the use of soakaways for reasons already cited. I have since gone back through the planning documents and spoken to the agent and I can confirm that there is no intention to use soakaways as part of the drainage strategy on site. The agent has confirmed with me that all surface water drainage will go to a positive system (i.e. a pipe/culvert) and that it would not be in the best interests of the applicant to have water entering the ground.

Kind regards'

Mark Green
Deputy town clerk
May 2017

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LYME REGIS TOWN COUNCIL PLANNING COMMITTEE – 30 MAY 2017 PLANNING APPLICATIONS RECEIVED

- 1) **WD/D/17/000472 – CHANGE OF USE** (Received 10 May 2017)
Poco Pizza – Change of use from A1 to A3 (pizza restaurant) –18 Marine Parade, Lyme Regis, DT7 3JF
- 2) **WD/D/17/000502 – FULL** (Received 10 May 2017)
The National Trust – Demolition of existing buildings and proposed erection of a single dwelling house – Land at Lower Ware Farm, Ware Lane, Lyme Regis, DT7 3HZ
- 3) **WD/D/17/000698 - FULL** (Received 13 May 2017)
Hoare – Replace 3no. timber windows – Flat 4, Woodville, Silver Street, Lyme Regis, DT7 3HT
- 4) **WD/D/17/001101 – LISTED BUILDING CONSENT** (Received 16 May 2017)
Waterland - Replace rear door and adjacent window, remove single brick wall and replace with bi-fold doors – 16 Coombe Street, Lyme Regis, DET 3PR 3LA
- 5) **WD/D/17/001148 - FULL** (Received 16 May 2017)
Bailey – Erection of single storey ancillary accommodation for private and holiday let purposes (revised scheme) – 5 Colway Rise, Colway Lane, Lyme Regis, DT7 3HJ

**LYME REGIS TOWN COUNCIL
PLANNING COMMITTEE – 30 MAY 2017
PLANNING DECISIONS RECEIVED**

Town council comments in italic

- 1) **WD/D/16/001998 - FULL** (Received 27 April 2017)
Peatie – Demolition of existing lean-to extension & replacement lean-to extension with glazed link sunroom. Replace existing UPVC double glazed windows with timber frame windows. Replace existing roof light with conservation type roof light. Retrospective permission for loft conversion. – 17 Mill Green, Lyme Regis, DT7 3PH
Approval of Planning Permission
Recommend approval.

- 2) **WD/D/16/00199 - LISTED BUILDING CONSENT** (Received 27 April 2017)
Peatie – Demolition of existing lean-to extension & replacement lean-to extension with glazed link sunroom. Replace existing UPVC double glazed windows with timber frame windows. Replace existing roof light with conservation type roof light. Retrospective permission for loft conversion. – 17 Mill Green, Lyme Regis, DT7 3PH
Approval of Listed Building Consent
Recommend approval subject to the comments of the Listed Buildings Officer

- 3) **WD/D/16/002740 - ADVERTISEMENT (FULL)** (Received 25 April 2017)
Food Programme Delivery Orchid Group – Erection of 1 x non-illuminated timber fascia (Sign A) and 1 x non-illuminated projector (Sign B) 38 Broad Street, Lyme Regis, DT7 3QF
Approval of Planning Permission
Recommend approval

- 4) **WD/D/16/002749 - ADVERTISEMENT (LBC)** (Received 13 April 2017)
Food Programme Delivery Orchid Group – Erection of 1 x non-illuminated timber fascia (Sign A) and 1 x non-illuminated projector (Sign B) 38 Broad Street, Lyme Regis, DT7 3QF
Approval of Listed Building Consent
Recommend approval subject to the comments of the Listed Buildings Officer

- 5) **WD/D/17/000148 – LISTED BUILDING CONSENT** (Received 10 May 2017)
Macdonald – Replacement wooden window at ground floor level – 9 Monmouth Street, Lyme Regis, DT7 3PX
Approval of Listed Building Consent
Recommend approval subject to the comments of the Listed Buildings Officer

- 6) **WD/D/17/000150 – LISTED BUILDING CONSENT** (Received 17 May 2017)
House – Remove internal and external plaster and render and replace with lime plaster and render, minor alterations to internal layout, renew windows where it is not possible to repair, refurbish front bay window or rebuild to match and installation of conservation roof light on south West elevation (retrospective) – 2 Hillside, Cobb Road, Lyme Regis, DT7 3JS

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- 7) **WD/D/17/000172 - FULL** (Received 24 April 2017)
Corbet – Dropping a kerb to the property's private parking area (off road) in front of house – Pipers Croft, 9 Silver Street, Lyme Regis, DT7 3HR
Approval of Planning Permission
Recommend approval
- 8) **WD/D/17/000234 - FULL** (Received 24 April 2017)
Cawthorne – Construction of new single storey extension at lower ground floor level, being infill below balcony at ground floor level (previously consented but not yet constructed), together with removal of two existing protruding box bays at first floor level and their replacement with a balcony at first floor level – Rotherfield Guest House, View Road, Lyme Regis, DT7 3AA
Approval of Planning Permission
Recommend approval
- 9) **WD/D/17/000320 – LISTED BUILDING CONSENT** (Received 10 May 2017)
Riverhead House Estates – Partial blocking up of existing doorway and insert new window – flat 1, Gatesfield, Sidmouth Road, Lyme Regis, DT7 3EQ
Approval of Listed Building Consent
Recommend approval subject to the comments of the Listed Building Officer
- 10) **WD/D/17/000449 - LISTED BUILDING CONSENT** (Received 25 April 2017)
Lloyds Banking Group – Removal of external signage and internal ATM and Deposit point – 54 Broad Street, Lyme Regis, DT7 3QR
Approval of Listed Building Consent
Recommend approval, subject to the comments of the Listed Buildings Officer
- 11) **WD/D/17/000514 – FULL** (Received 8 May 2017)
Ford – Residential garage conversion including rear and front extension - 32 Fairfield Park, Lyme Regis, DT7 3DS
Approval of Planning Permission
Recommend approval
- 12) **WD/D/17/000642 - FULL** (Received 8 May 2017)
Savory – First floor extension of an existing house and a ground floor glazed extension – 1 Pine Walk, Lyme Regis, DT7 3LA
Approval of Planning Permission
Recommend approval
- 13) **WD/D/17/000645 – FULL** (Received 7 May 2017)
Cable – Proposed extension and alterations to existing building to create 1 no. residential flat – The Bay Apartments, Marine Parade, Lyme Regis.
Approval of Planning Permission
Recommend refusal on the grounds that the proposed extension and alterations to the existing building constitute an overdevelopment of the site.

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- 14) **WD/D/17/000679 – FULL** (Received 2 May 2017)
Tan – Erection of 4 no. dwellings – Land at Shire House, Sidmouth Road, Lyme Regis, DT7 3ES
Approval of Planning Permission
Recommend approval
- 15) **WD/D/17/000705 – FULL** (Received 11 May 2017)
Larcombe – Erect rear extension and with balcony over – 7 Portland Court, Lyme Regis, DT7 3ND
Approval of Planning Permission
Recommend approval subject to the comments of the Environmental Health Officer concerning contaminated land.
- 16) **WD/D/17/000746 – FULL** (Received 10 May 2017)
Keegan – Alter window to create French window and construct cantilevered balcony – Bracken Bank, Timber Hill, Lyme Regis, DT7 3HQ
Approval of Planning Permission
Recommend approval
- 17) **WD/D/17/000859 – FULL** (Received 2 May 2017)
Allen – Take down existing conservatory, erect extension, external works – Lamorna, Uplyme Road, Lyme Regis, DT7 3LP
Approval of Planning Permission
Recommend approval

Committee: Planning

Date: 30 May 2017

Title of Report: Correspondence from West Dorset District Council regarding planning-related matters

Purpose of Report

For members to be made aware of letters from West Dorset District Council & East Devon District council relating to planning matters

Recommendation

Members note the report

Background

1. Correspondence has been received from West Dorset District Council & East Devon District Council in relation to planning issues.
2. Copies of all the letters can be viewed at the town council offices and will be brought to this Planning Committee meeting.
3. The contents are summarised in the report below.

Report

4. WD/D/17/000285 (Woodberry Down, Colway Lane) – Request for confirmation of Condition 4 of Appeal Ref APP/F1230/W/15/313980(WD/D/15/000685).
5. WD/D/17/000369 (Plot 6, Pine Ridge) – Request for confirmation of compliance with conditions 1,2,3,4,5,6,7 & 8 of planning approval WD/D/15/002415.
6. WD/D/17/000336 (22 Broad Street) – Request for confirmation of compliance with conditions 3 & 4 of planning permission WD/D/16/000656.
7. WD/D/17/001104 (Heselwood, Westhill Road) – Request for confirmation of compliance with conditions 1 – 8 of planning approval WD/D/14/002838.

Elaine Pawsey
Senior administrative assistant
May 2017