



DORCHESTER TOWN COUNCIL

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Adrian Stuart, Town Clerk

30 October, 2013

Dear Sir or Madam,

A MEETING of the **PLANNING AND ENVIRONMENT COMMITTEE** will be held in the **COUNCIL CHAMBER, MUNICIPAL BUILDINGS, DORCHESTER** on **MONDAY, 4th NOVEMBER 2013** commencing at 7.00pm.

I hope that it will be convenient for you to attend.

Yours faithfully,

Town Clerk

Public Rights to Speak

If any member of the public wishes to speak at this meeting they may be allowed to do so at the discretion of the Chair. It would be helpful if anyone who wishes to address the Committee made their desire known to the Chair before the meeting starts: anyone allowed to speak will be expected to confine their comments to the matter in hand and to be as brief as is reasonably possible.

Declaration of Interests

Members are reminded that the Code of Conduct requires Members to declare pecuniary interests or disclosable non-pecuniary interests where appropriate. A member who declares a disclosable pecuniary interest defined by the Code must leave the room unless a suitable dispensation has been granted. A Member who declares a disclosable non-pecuniary interest may take part in the meeting and vote.

AGENDA

1. **APOLOGIES FOR ABSENCE**
2. **MINUTES**

To receive and consider the Minutes of the Committee held on 7th October, 2013 (copy attached).

3. **MINUTE UPDATE REPORT**

To receive and consider the minute updates reported (attached).

4. **PLANNING APPLICATIONS FOR COMMENT**

To receive and comment on the planning applications received from West Dorset District Council (list attached).

5. **INTERNALLY ILLUMINATED SHOP SIGNAGE POLICY**

To consider the report of the Committee Clerk regarding a review of the Council's Internally Illuminated Shop Signage Policy (attached).

6. **DORSET COUNTY COUNCIL**

Planning Application 1/D/13/001329 – Dorchester Library HQ, County Hall, Dorchester DT1 1XJ – Change of Use of Former Library to composite office/D1 use. Alterations to fenestration and provision of condenser unit

To receive and comment on the above planning application.

7. **WEST DORSET DISTRICT COUNCIL**

(a) Decisions on Planning Applications and Withdrawn Applications

To note the decisions made by West Dorset District Council on planning applications (contrary to Dorchester Town Council's comments) and withdrawn applications (list attached).

8. **URGENT ITEMS**

To consider any other items which the Chairman or the Town Clerk decides are urgent.

DORCHESTER TOWN COUNCIL

PLANNING AND ENVIRONMENT COMMITTEE

7th OCTOBER, 2013

PRESENT Councillors V.J. Allan, K.E. Armitage, R.M. Biggs, A. Canning, T.C.N. Harries, F.E. Kent-Ledger (Chairman) R.B. Potter, M.E. Rennie and D.S. Roberts

APOLOGIES for absence were received from The Mayor (Councillor E.S. Jones) and Councillors C.S. Biggs, S.C. Hosford, Trevor Jones and D. Taylor

36. **MINUTES**

The Minutes of the Meeting of the Committee held on 2nd September, 2013, adopted by Council on 24th September, 2013, were taken as read and were confirmed and signed by the Chairman as a correct record.

37. **MINUTE UPDATE REPORT**

(a) ‘West Stafford Roundabout’

The Committee Clerk reported that Dorset County Council (DCC) had confirmed that the roundabout would be called ‘Came View Roundabout’.

(Councillor R.B. Potter withdrew from the meeting at this point.)

(b) Outline Planning Application 1/D/13/000999 – Brewery Development Site

At the request of the Vice Chairman, and following receipt of representations from local residents, the Chairman had agreed that this application would be reconsidered. The Committee considered the issues raised by residents and they viewed various plans and elevations relating to the application. They discussed the size of the new Copper Building and the Malthouse and the potential for overlooking. Further comments for submission to West Dorset District Council (WDDC) were then agreed.

It was

RESOLVED

that with reference to Planning Application 1/D/13/000999, WDDC be informed that the Town Council’s Planning and Environment Committee considered that the height of the new Copper Building and the revised Malt House building should not be any higher than the building previously approved on this part of the site (presumably the original larger Malt House) and also that there should not be any principal rooms of the Copper Building overlooking the properties on Prince of Wales Road, and any rooms on that north elevation should not have floor to ceiling height windows. Both of the last two points refer to rooms and windows above ground level.

(Councillor R.B. Potter rejoined the meeting at this point.)

38. **TOP O'TOWN ROUNDABOUT**

Councillor Canning detailed the problems experienced by pedestrians at this roundabout and advised that whilst DCC officers had sufficient evidence to satisfy the criteria for safety improvements, they needed a referral from the Town Council to start the process. Historically, there had been plans to improve the roundabout through the DTEP scheme but this element of the scheme would not be progressed for some considerable time.

Mr Blacker, a local resident, addressed the Committee. He commented on how busy the junction was and on the dangers for all users particularly pedestrians, including a large number of local residents and users of the Top O'Town car park. Much of the crossings' signage was antiquated and unclear and DCC officers considered that there was a clear case for safety improvements. The changes for the roundabout within the original DTEP scheme would not be implemented until at least 2017 and he asked the Council to request DCC to implement these changes now.

Committee members gave their experiences of using the roundabout and its crossings and they accepted both how busy it was and also how dangerous it could be. They agreed that safety improvements, as detailed in the original DTEP scheme, needed to be made as soon as possible and they considered it was a high priority for the Town.

It was

RESOLVED

That Dorset County Council be requested to consider implementing safety improvements at the Top O'Town roundabout, as detailed in the original DTEP scheme, as a matter of priority and to report back to the Town Council with their proposals.

(Councillor R.B. Potter withdrew from the meeting at this point.)

39. **PLANNING APPLICATIONS FOR COMMENT**

(a) The Committee considered planning applications referred to this Council for comment by West Dorset District Council and it was

RESOLVED

That the comments agreed on the various planning applications and set out at Appendix 1 to these minutes be notified to West Dorset District Council.

(b) Planning Application 1/D/13/001272 – Charles Street Development Site

The Chairman suggested that the Committee might want to call a special

meeting to consider this planning application and, in view of previous concerns about the development, to consider what the Council's 'corporate' response to it should be. Appropriate WDDC officers could be invited to such a meeting to answer any questions from Members.

Members expressed varying views about the application and holding a special meeting, with some considering it a straight forward renewal of a planning permission and others wanting to consider the application in more depth. After discussion, two ways forward were agreed.

It was

RESOLVED

- (1) That if there are no changes/differences to the previously approved application (1/d/10/0763) then the Town Council does not object to this new application BUT if there are changes/difference to the previously approved application (1/d/10/0763) application, the Planning and Environment Committee will consider the application further at a special meeting to be held on Monday 21 October at 7pm and the WDDC Planning Officer dealing with this application and other appropriate WDDC officers dealing with the financial aspects of the application will be asked to attend this meeting to answer Members' questions.
- (2) That the Committee Clerk takes advice from WDDC Planning Officers on the above resolution and then takes any necessary action.

(Councillor R.B. Potter rejoined the meeting)

40. **TRAFFIC PANEL**

The Committee Clerk gave further updates to the minutes of the Traffic Panel meeting held on 2nd September 2013:

- Community Speed Watch – PCSO Sarah Pilcher would be attending the Planning and Environment Committee meeting on 2 December 2013.
- Williams Avenue – Dorset County Hospital had advised that as Williams Avenue was public highway it was DCC's responsibility and DCC had advised that the main problems appeared to be caused by drivers with Blue Badges and there was nothing that could be done to prevent them from parking if they did so within the guidelines. One answer would be to change the Traffic Regulation Order for Williams Avenue preventing any vehicles from parking there.

With regards to requests for new residents' parking schemes, the

Chairman proposed that a standard letter be drafted, explaining that DCC would not be considering any new requests until 2016 and advising that the Town Council, via the Planning and Environment Committee, would carry out a review of all requests received, prioritising them and then forwarding them to DCC for consideration at the appropriate time.

It was

RESOLVED

That the Committee Clerk drafts a letter to be sent out by the Town Council, and Ward Councillors, to residents requesting new parking permit schemes advising them of the current situation regarding DCC's consideration of such requests and of the Town Council's review process.

41. **CONSULTATION: DRAFT DORSET AONB MANAGEMENT PLAN 2014-2019**

The Chairman considered that this was a positive Plan for all and Members agreed to send any specific feedback, by the end of the week, to her or the Committee Clerk to formulate the Town Council's consultation response.

It was

RESOLVED

That Committee Members send their feedback to the Committee's Chairman or Clerk to formulate the Town Council's consultation response to the AONB Management Plan 2014-2019.

42. **WEST DORSET DISTRICT COUNCIL**

(a) **Shire Hall Consultation**

The Committee noted the draft response to the Shire Hall consultation and made some additions to the section regarding ticket prices.

It was

RESOLVED

That the Town Council's consultation response be finalised in line with the comments made by Committee members and forwarded to WDDC.

(b) **Trees**

The Committee noted the various tree works detailed on the agenda and agreed that in future only the tree works applications, as requested by Ward Councillors, would be considered by the Planning and Environment Committee.

(c) Decisions on Planning Applications

The Committee noted the decisions made by West Dorset District Council on planning applications (contrary to Dorchester Town Council's comments) and withdrawn applications.

Chairman

DORCHESTER TOWN COUNCIL

Planning applications considered by the Planning and Environment Committee on 7 October 2013.

1. 1/D/13/001019
133 BRIDPORT ROAD, DORCHESTER DT1 2NH
Erect a two storey side extension, extend rear decking and a new single storey rear lean-to
Objection: the development would create overdevelopment of the site and its proximity to the boundary line would be detrimental to the neighbour. There were concerns about the provision of an additional front door to the dwelling and it was considered that this could be used as access into a separated dwelling in future.
2. 1/D/13/001172
19 SYWARD CLOSE, DORCHESTER DT1 2AL
New flat roofed main entrance porch
No objection
3. 1/D/13/001049
27 WHITFIELD ROAD, DORCHESTER DT1 2NW
Lean-to rear extension
No objection
4. 1/D/13/1241(Advertisement Consent)
6 CORNHILL, DORCHESTER DT1 1BA
Replace the current signage with the new White Stuff logo
Grade II Listed Building and Conservation Area
No objection
5. **1/D/13/001246 (Listed Building Consent)**
6 CORNHILL, DORCHESTER DT1 1BA
To repair where necessary and repaint the shop front in new White Stuff corporate colour and replace fascia and hanging sign logo with new White Stuff Logos
Grade II Listed Building and Conservation Area
No objection
6. 1/D/13/001151
28 SOUTH COURT AVENUE, DORCHESTER DT1 2BX
Loft conversion with side and rear dormer. Two storey extension. Lean-to to rear extension.
Garage
Objection: The side dormer is too large, is over dominant and out of character with the existing building and the street scene. It would also be out of keeping with the established character of the area.
7. 1/D/13/000906
23-29 ALFRED PLACE, DORCHESTER DT1 1NW
To replace all existing timber windows with PVCu Double Glazed windows
Conservation Area
No objection

8. 1/D/13/001212
42 KINGS ROAD, DORCHESTER DT1 1NQ
Replace existing timber windows with Aluminium windows
Conservation Area
No objection
9. 1/D/13/001287
128 COBURG ROAD, DORCHESTER DT1 2HT
Single storey extension to provide ground floor bedroom and shower room
No objection
10. 1/D/13/001280 (Retrospective Advertisement Consent)
TOPPS TILES, LONDON ROAD, DORCHESTER DT1 1NF
Externally Illuminated Flexbox Advertisement
No objection
11. 1/D/13/001291
LAND ADJACENT QUEEN MOTHER SQUARE, POUNDBURY
Application for an extension to the basement car park to provide 19 additional parking spaces.
No objection
12. 1/D/13/001169
1 SOUTHFIELD HOUSE, SOUTH WALKS ROAD, DORCHESTER DT1 1AD
Proposed replacement windows and doors
Conservation Area
No objection
13. 1/D/13/001302
12 VESPASIAN WAY, DORCHESTER DT1 2RD
Extend Existing Rear Conservatory
No objection
14. 1/D/13/1309
1 THE FORUM CENTRE, TRINITY STREET, DORCHESTER DT1 1TP
Use of mezzanine floor as a Place of Worship on Sundays only
No objection

Planning and Environment Committee – 4 November 2013

Minute Update Report

1. Minute 3/13 (3 June 2013)

Traffic Issues – Manor Road

The Town Council made a bid, to Dorset County Council, for a temporary Speed Indicator Device (SID) in Manor Road in order to monitor vehicle speeds and road safety issues. As part of the assessment of this bid, a speed survey was carried out in Manor Road, with input from local residents as to the position and timing of survey points. However, the criteria for SID deployment was not met due to the 85th percentile speeds being below ACPO guidelines. The combined 24 hour average 85th percentile was: 33.6 mph.

The 85th percentile referred to is the speed at which 85 % of vehicles are travelling at or below. The 85th percentile calculation is widely used by enforcement teams. It allows a degree of discretion and takes account of inaccuracies in a vehicles speedo reading. If the speed limit is 30 mph, 10% plus 2 is added, so all vehicles over 35mph are prosecuted, DCC use this formula for approving SIDs looking at the 24 hour average. The 85th percentile in both directions in Manor Road is below this threshold. Generally the speeds recorded were not seen as unusually high, although DCC would like to see everyone travelling to or below 30mph.

2. Minute 2/13 Traffic Panel – 2 September 2013

Parking Issues – Fordington Green

The Town Clerk wrote to WDDC advising it that DTC Members considered that since the West Dorset District Council's offices had moved to South Walks House, there had been an increase in the number of cars parking in the Fordington area and this was exacerbating the situation with the very limited on street parking available. A request was made that District Council staff be asked to make better use of the Park and Ride facility to relieve the pressure on the on street parking in Fordington.

A response was received from the Director of Environment advising that WDDC staff will be encouraged, through team briefings, to use the Park and Ride service.

3. Minute 38/13 (7 October 2013)

Top O'Town Roundabout

Dorset County Council have been requested to consider implementing safety improvements at the Top O'Town roundabout, as detailed in the original DTEP scheme, as a matter of priority and this request has been passed to the highway improvements team that are managing DTEP.

4. Minute 39/13 (7 October 2013)

Charles Street Development Site

The Town Clerk contacted the relevant Planning Officer for advice on whether there were any changes/differences to the previously approved planning application (1/d/10/0763) and following confirmation that there were not, then as agreed by the Committee, the Town Council submitted no objection to this new application.

DORCHESTER TOWN COUNCIL

PLANNING AND ENVIRONMENT COMMITTEE – 4 November 2013

PLANNING APPLICATIONS TO BE CONSIDERED

Applications can be accessed via:

[dorsetforyou.com/Home/Environment and Planning/Planning/Planning Applications/Planning Application Search/West Dorset District Council](http://dorsetforyou.com/Home/Environment%20and%20Planning/Planning/Planning%20Applications/Planning%20Application%20Search/West%20Dorset%20District%20Council), or

[http://webapps.westdorset-dc.gov.uk/PlanAppsWDDC/\(S\(zi0g3h55hwqiqt55gp32yuqy\)\)/pages/ApplicationSearch.aspx](http://webapps.westdorset-dc.gov.uk/PlanAppsWDDC/(S(zi0g3h55hwqiqt55gp32yuqy))/pages/ApplicationSearch.aspx)

1. 1/D/13/001345
72 SOUTH COURT AVENUE, DORCHESTER DT1 2BZ
Single storey rear extension and external alterations.
2. 1/D/13/001366
UNIT 2, WEYMOUTH AVENUE, DORCHESTER DT1 2RY
Application for the installation of a mezzanine floor to be used for retail and/or a pet care, treatment and grooming facility
3. 1/D/13/001388
FORMER FIRE STATION AND 67 AND 69 BRIDPORT ROAD, DORCHESTER DT1 2NQ
Demolition of two dwellings Nos. 67/69 Bridport Road and the Former Fire Station and the redevelopment to form 39 sheltered apartments for the elderly including communal facilities (Category II type accommodation), access, car parking and landscaping with minor material amendments to design of the scheme previously approved (reference 1/D/12/000936) with variation to condition 1 to reflect amended drawings (Variation of condition)
4. 1/D/13/001294
POUNDBURY PHASES 3 AND 4, PEVERELL AVENUE EAST, POUNDBURY
Erect 8 No. Flats (Reserved Matters)
5. 1/D/13/001409
LAND TO REAR OF SOUTH TERRACE, SOUTH STREET, DORCHESTER
3 storey mixed use development comprising 2 retail units (A1/A2/A3) and 4 self-contained one bedroom flats
(Grade II Listed Building and Conservation Area)
6. 1/D/13/1418
5 TRINITY STREET, DORCHESTER DT1 1TU
New church to provide main hall, coffee lounge, 4 meeting rooms, office and kitchen.
Demolition of public wc's building and provision of new flat roofed public wc's. Location of car park entrance relocated and layout of public car park altered. Relocated bus stop and replacement bus shelter.
7. 1/D/13/1393
59 MELLSTOCK AVENUE, DORCHESTER DT1 2BG
Two storey side extension, remodel of front entrance porch

8. 1/D/13/1433
40 MELLSTOCK AVENUE, DORCHESTER DT1 2BQ
Extension to provide sun room
9. 1/D/13/1432
8 ACKERMAN ROAD, DORCHESTER DT1 1NZ
Two Storey Dwelling House
10. 1/D/13/1404
8 GARFIELD AVENUE, DORCHESTER, DT1 2EX
Construct a single storey annexe (revised scheme)
11. 1/D/13/001454
COLSON HOUSE, 36 HIGH STREET FORDINGTON, DORCHESTER DT1 1LB
Remove modern cement render from elevations and apply lime render
and Keim mineral paint
(Grade II Listed Building and Conservation Area)
12. 1/D/13/001358
29 DIGGORY CRESCENT, DORCHESTER DT1 2SP
Single storey side extension
13. 1/D/13/001453
28 HERRINGSTON ROAD, DORCHESTER DT1 2BS
Dormers to front, side and rear roof slopes
14. 1/D/13/001452
NADEN HOUSE, POUNDBURY ROAD, DORCHESTER, DT1 2PJ
Refurbishment of existing building to include: Demolition of 755m² of existing extensions,
recladding and extending main portal frame along with new internal mezzanine floor, new
maintenance store outbuilding and associated external hard and soft landscaping
15. 1/D/13/001478 (Certificate of Lawfulness)
7 GREENINGS COURT, DORCHESTER, DT1 1HR
Use as separate dwelling
16. 1/D/13/001391
3 ALBERT ROAD, DORCHESTER DT1 1SE
Demolition of existing 2 storey rear extension. Construction of new 2 storey extension
(Conservation Area)

Dorchester Town Council

Report to Planning and Environment Committee – 4 November 2013

Internally Illuminated Shop Signage Policy

Introduction

Following recent consideration of a number of planning applications where the Town Council has been required to submit objections to the local planning authority, purely due to a policy restriction (Internally Illuminated Shop Signage Policy), members of the Planning and Environment Committee decided, at the meeting on 1 July 2013, that this policy should be reviewed.

Recommendation

That the Council's current Internally Illuminated Shop Signage Policy be withdrawn and that the Council's Planning and Environment Committee now considers all planning applications that include the provision of internally illuminated signage on their merits, based on material planning considerations and using Policy ENV 14, in the Draft Local Plan, as guidance.

Background

Historically, the Town Council has, as a matter of policy, objected to all planning applications that include the provision of internally illuminated signage in Conservation Areas. This Policy was adopted many years ago and does not appear to have been updated at any stage.

More recently, the Planning and Environment Committee has been in a position where, as a result of this policy, it has been required to object to individual planning applications when members of the Committee have considered that some applications deserved the support of the Town Council.

As a result of this, the Planning and Environment Committee considered that the Policy may now be outdated and should to be reviewed.

Key Issues

There have been significant changes to the Town and to both national and local planning policy since the Council adopted the Internally Illuminated Shop Signage Policy and it would seem to be timely to update the Council's policy position

The National Planning Policy Framework (NPPF) came into force in 2012 and this gives guidance on ensuring the vitality of town centres including several references to achieving high quality development, through Local Plans, without being unnecessarily prescriptive.

The draft Local Plan includes a section regarding Shop Fronts and Advertisements and has a new policy covering this:

Chapter 2

2.5.25 Shop fronts and advertisements are essential to commercial activities. They affect the appearance of the building or area, and can contribute positively to the street scene. However they can also have an adverse impact if they are visually intrusive through their design, colour, materials and/or degree of illumination. Their impacts can be particularly noticeable in historic settlements, and in the countryside. The cumulative impact of such development will also be considered.

ENV 14 SHOP FRONTS AND ADVERTISEMENTS

i) High quality design and materials in shop front development are encouraged.

Proposals for new or replacement shop fronts, including associated features such as shutters, canopies, awnings, grilles, advertisements and means of illumination, will normally be permitted if:-

- They are compatible with and respect the character, appearance and scale of the building, and do not result in the loss of historic fabric in the case of a heritage asset
- They are compatible with and respect the building's surroundings in terms of size, proportions, form, design, materials and use of colour
- Any security shutters are designed as open grilles or are placed behind the window and their housing box is set behind the existing fascia
- Any advertisement associated with the shop front does not visually dominate the individual building or street scene

ii) Decisions regarding advertisements will be made with regard to amenity (Including its impact on the local landscape and historic character) and public safety (including its impact on road safety).'

This new policy has received few objections through the consultation process on the Local Plan and is considered to be broadly in line with the NPPF and therefore West Dorset District Council, as the local planning authority, currently accords it significant weight in its decision making.

It is anticipated that the draft Local Plan will be examined in public by an independent Planning Inspector later this year and if the Plan is found 'sound', the Local Plan could be adopted in early 2014.

Within the Council's Corporate Plan 2012-2013, the Council's policies relating to Planning and Environment are:

- To adopt a sensitive and constructive approach to development proposals which are put to the Council for comment and, in particular, to take into account all possible implications for the townspeople as a whole or particular groups.
- To seek to ensure that proposed developments are appropriate to the size and character of the town, that any potential benefits to the town are maximised and that all developments take account of the principles of sustainable development.
- To try to minimise the number of features arising from developments which appear to be out of character with the history and appearance of the town.

Also detailed in the Corporate Plan is the priority task for the Council to continue to respond constructively to invitations on planning applications and other matters and by considering each individual planning application on its merits and using Policy ENV 14 in the draft Local Plan as guidance, the Town Council will be meeting this target as well as satisfying the Council's policies detailed above.

Louise Dowell, Clerk to the Planning and Environment Committee

DORCHESTER TOWN COUNCIL

PLANNING AND ENVIRONMENT COMMITTEE – 4 NOVEMBER 2013

Decisions on planning applications (contrary to Dorchester Town Council's comments) and withdrawn applications reported at the meeting on 4 November 2013:

1. 1/D/13/001004
8 ALFRED ROAD, DORCHESTER DT1 2DW
Erection of rear conservatory
Planning permission approved
Dorchester Town Council comment: Recommend refusal. The development would cause an unacceptable detrimental impact on the residential amenity of the adjoining property.

2. **1/D/13/000900**
HERITAGE AUTOMOTIVE LTD, THE GROVE, DORCHESTER, DT1 1XU
2 x 48 sheet poster boards to the south elevation facing Lidl.
Advertisement consent refused
Reasons for refusal:
The proposed signs, by reason of their size and their use of poster advertisements are considered to adversely impact on the amenity of the area. The proposed use of two substantial poster signs in this location are considered to detract from the character and appearance of the historic Dorchester Conservation Area at this highly significant and prominent gateway site into the town.
Dorchester Town Council comment: No objection
An Appeal has been lodged with the Planning Inspectorate against the Council's refusal of the above application.

3. **1/D/13/001099** (Change of Use) (Conservation Area)
35 SOUTH STREET, DORCHESTER DT1 1DD
Change of use of first floor to flat
Planning permission approved
Dorchester Town Council comment: Recommend refusal. The proposed replacement windows to the building would be detrimental to the character of the Conservation Area and would not integrate with or complement adjoining buildings. The Council would support the retention and refurbishment of the original windows.

4. 1/D/13/001151
28 SOUTH COURT AVENUE, DORCHESTER DT1 2BX
Loft conversion with side and rear dormer. Two storey extension. Lean-to to rear extension.
Garage
Planning permission approved
Dorchester Town Council comment: The side dormer is too large, is over dominant and out of character with the existing building and the street scene. It would also be out of keeping with the established character of the area.