

**Minutes of a meeting of the
Adur Planning Committee
4 June 2018
at 7.00**

Councillor Carol Albury (Chairman)
Councillor Pat Beresford (Vice-Chairman)

**Councillor Les Alden **Councillor George Barton
Councillor Stephen Chipp Councillor Brian Coomber
Councillor Lee Cowen **Councillor Robin Monk

** Absent

Officers: Head of Planning and Development, Adur Planning Policy Manager,
Solicitor and Democratic Services Officer

ADC-PC/001/18-19 Substitute Members

Councillor David Simmons substituted for Councillor George Barton.
Councillor Catherine Arnold substituted for Councillor Les Alden.
Councillor Paul Graysmark substituted for Councillor Robin Monk.

ADC-PC/002/18-19 Declarations of Interest

Councillor Pat Beresford declared an interest in application number
AWDM/0567/18, 6 Caron Close, Lancing, as the applicant.

ADC-PC/003/18-19 Minutes

RESOLVED, that the minutes of the Planning Committee meeting held on 23 April
2018 be confirmed as a correct record and that they be signed by the Chairman.

ADC-PC/004/18-19 Items Raised Under Urgency Provisions

There were no items raised under urgency provisions.

ADC-PC/005/18-19 Planning Applications

The planning applications were considered, see attached appendix.

The Planning Policy Manager introduced the report which recommended a revised Local Development Scheme (LDS) for Adur for the period 2018-2020, a three year work programme in terms of planning policy documents. Given the adoption of the Adur Local Plan in December 2017 it was appropriate to review the LDS.

The Officer advised the documents fell into several categories, which were described within the report:-

- Development Plan Documents;
- Supplementary Planning Documents (SPDs); and
- the production of informal guidance notes and Neighbourhood Plans.

The LDS was subject to monitoring - the Adur Annual Monitoring Report, produced every December, set out progress against the LDS milestones.

The Officer ran through the key changes for Members from the previous LDS, which was attached to the report, summarised as follows:-

- a review of the Plan within 5 years - no formal timetable as yet;
- timetable for Shoreham Harbour Joint Area Action Plan;
- An SPD on 'Demonstrating Genuine redundancy of Employment Sites'
- preparation of a 'Guidance on Infrastructure Provision SPD; prior to this an updated Interim Guidance Note will be produced.
- Open Space Standards SPD; (this may be combined with the Infrastructure Provision SPD)
- Affordable Housing SPD;(ditto)
- Shoreham Harbour Flood Risk Management Guide SPD;
- deletion of Adur Community Infrastructure Levy (CIL);
- A&W Statement of Community Involvement to be updated;
- Technical Guidance Note/SPD - Decentralised Energy, Stand-alone Energy Schemes and Renewable Energy Policy of the Local Plan; and
- an update of the existing Good Practice Guide on Houseboats.

The Planning Policy Manager advised the Committee there may be other matters to be addressed throughout the process.

The Officer suggested to Members that an additional recommendation be added to amend the proposed employment SPD timetable and for the Technical Guidance Note regarding Decentralised Energy, Stand-alone Energy Schemes and Renewable Energy Policy of the Local Plan to become an SPD, (to be developed

with the Council's Strategic Sustainability Manager, Francesca Iliffe, to give it more weight in decision making.

Members raised a number of questions with the Officers, which were answered in turn. In summary, these included:-

- *Whether the NPPF could force CIL on to all Councils?* - the Head of Planning and Development concluded we needed to await clarity on the Government's position on CIL and the revised NPPF. However it was likely that the Government would continue to encourage CIL adoption.
- *Only two Neighbourhood Plans, do we know the reasons for this? Can we review this?* - the Planning Policy Manager advised that she had not been approached by any other groups seeking to progress a Neighbourhood Plan - the regulations were complex, and not well funded, but although no dedicated Officers, there is a statement on the website stating how we can assist. In addition the Head of Planning and Development added that the form of the area - with few undeveloped sites or greenfield areas - was likely to be another factor.
- *Should a strategy be put in place for affordable housing, especially with major applications upcoming?* - There is a discussion taking place re Build to Rent and other tenures; there is existing interim guidance that Officers use. The Head of Planning indicated that the existing Local Plan provided an up to date robust Policy and it would be premature, in advance of the revised NPPF, to start any affordable housing policy review.
- *The JAAP lacks information on school provision and detail on infrastructure improvements? Also, rights of Houseboats?* Good opportunity to update the existing Houseboats guidance. The Interim guidance, and SPD on infrastructure will provide more guidance on infrastructure matters.
- *Update on situation re: houseboats being connected to main sewerage system* - Will share best practice and make contact with the Environment Agency.

RESOLVED, that the Planning Committee Members,

(i) agreed a revised employment SPD timetable, and for the Technical Guidance Note regarding Decentralised Energy, Stand-alone Energy Schemes and Renewable Energy Policy of the Local Plan to become an SPD;

(ii) considered the revised timetables to progress the constituent elements of the Adur Local Development Scheme and that any comments would be forwarded to the Executive Member for Regeneration; and

(ii) agreed that subject to any minor and consequential amendments made by the Head of Planning and Development, the Adur Local Development Scheme

2018-2020 be forwarded to the Executive Member for Regeneration for agreement and then published on the Council's website.

ADC-PC/007/18-19

Public Question Time

The Chairman invited members of the public to ask questions or make statements about any matter for which the Council had a responsibility or which affected the District.

A representative of AREA (Adur Residents Environmental Action) had raised a public question and therefore the Chairman read out to the Committee:

The Free Wharf application is a key development site within the Adur Local Plan and JAAP Harbour Development Plan.

The above application was approved over 3 months ago by the planning committee on the 22nd January 2018. Can the committee please inform why the statutory decision notice with all the conditions of approval is still not available to view on the Council's planning portal website?

Also, could the committee provide an update on the development's progress including the aspect of the handling of foul waste by Southern Water?

Response from Cian Cronin, Head of Major Projects & Investment

The Council have not placed the decision notice on the Council's website as the final section 106 agreement has not yet been finalised, and as such the application cannot yet be formally approved. Once the S106 agreement is finalised the decision will be formally issued and the requisite notices including decision notice, Environmental Impact Assessment Regulations and Officer's Report will be placed online.

The delay in finalising the S106 has come about due to the complex nature of the development and ongoing discussions with Homes England and West Sussex County Council.

As far as the foul drainage issue is concerned the developer will not enter into detailed negotiations with SWS until the planning permission has been issued.

The Chairman closed the meeting at 8:07 pm it having commenced at 7.00 pm.

Chairman

Application Number: AWDM/0567/18	
Site:	Land North of 1 Swallows Close, Lancing
Proposal:	Proposed 2no. three bedroom detached chalet bungalows with detached garages.

The Head of Planning and Development introduced the report and Members were shown an aerial view of the site. The Officer advised the previous bungalow on the site had been demolished and there was an existing private drive that served the properties in Swallows Close. The proposal was to erect 2 three bedroomed detached bungalows, with detached garages.

Members were shown a number of photographs to assist in their consideration of the application, and the Officer indicated the private access serving the properties which was of concern to a number of objectors in terms of the width and construction of the drive.

The Officer advised complaints had been received regarding the poor state of repair of the site, and a further representation had been recently been received from the local MP Tim Loughton stating he wished to add to the objections received. In summary, the MP had been made aware of old cars and other waste being dumped on the site, contrary to its permitted use; enforcement notices being regularly breached; neighbours encroaching boundaries; potential overdevelopment of the site; traffic and construction vehicles to cause disturbance to neighbours and possible flood risk.

The Committee were shown a layout plan and advised the highway authority had raised no objection, subject to the usual conditions, but the Officer believed condition 7 should be strengthened to ensure the access road is repaired to its former condition following the construction of the proposed dwellings.

The Officer advised Members of discussions held with the Environment Agency (EA) at pre-application stage and the EA raised no objection, subject to the condition mentioned in the report regarding finished floor levels.

The Officer's recommendation was for approval.

There were no further representations at the meeting.

Members raised a number of questions on the presentation, which were answered in turn. In summary, these included:-

- access for cars to properties in Swallows Close;
- garden size for proposed dwellings;
- car parking spaces for proposed dwellings;
- flood resilience measures; and

- access for road repairs following construction.

On balance, the majority of Members agreed with the Officer's recommendation to approve the planning application, subject to condition 7 being amended to ensure the access road is repaired to its former condition following the construction of approved dwellings; condition 8 amended to require the submission of a satisfactory scheme for the disposal of surface and foul drainage; and an extra condition stating no ground floor accommodation should be converted to bedrooms.

Decision

That the planning application be **APPROVED**, subject to the following conditions:-

1. Approved Plans
2. Standard 3 year time limit
3. Materials
4. No future extensions or alterations
5. Car parking
6. Cycle parking
7. Construction Management Plan, to include the assurance access road be repaired to its former condition following the construction of the approved dwellings
8. To be constructed in accordance with FRA and for the submission of a satisfactory scheme for the disposal of surface and foul drainage
9. Soakage tests to be carried out prior to development commencing
10. Landscaping and boundary treatment details required
11. Fencing details
12. Hours of work
13. No burning on site
14. The development shall be undertaken in accordance with the approved layout and no ground floor accommodation should be subsequently converted to bedroom/sleeping accommodation.

Application Number: AWDM/0472/18	
Site:	6 Caron Close, Lancing
Proposal:	Proposed single storey side extension to north elevation.

Councillor Beresford excused himself from the Committee and left the room for the duration of this item due to his declaration of interest as the Applicant.

The Head of Planning and Development advised Members that the report was only brought before the Committee for consideration as the applicant was an Adur Councillor.

An aerial photograph of the site, elevations and ground floor plan were shown to the Committee, and the Officer advised the Officer's recommendation was for approval.

Members unanimously agreed the planning application be approved.

Decision

That the planning application be **APPROVED**, subject to the following conditions:-

1. Approved Plans
2. Standard 3 year time limit
3. External materials to match existing