



**AGENDA FOR THE PLANNING COMMITTEE
MONDAY 19TH AUGUST 2019 AT THE GUILDHALL TOTNES**

You are hereby SUMMONED to attend the Planning and Place Meeting, which is to be held in the Guildhall, Totnes on **Monday 19th August 2019 at 2pm** for the purpose of transacting the following business:

No	Subject	Comments
1	To receive apologies and to confirm that any absence has the approval of the Council.	
	<i>The Committee will adjourn for the following items:</i>	
	A period of 15 minutes will be allowed for members of the public to ask questions or make comment regarding the work of the Committee or other items that affect Totnes.	
	<i>The Committee will convene to consider the following items:</i>	
2	To update on any matters arising from the minutes of 18 th July 2019.	Document enclosed.
3	To make recommendations on the following tree works orders: 3a) 2267/19/TPO – T1: Ash – Fell as no longer safe. Land adjacent to 56 Denys Road, Totnes, TQ9 5TL.	Applications available on the SHDC website – www.southhams.gov.uk
4	To make recommendations on the following planning applications: 4a) 2258/19/HHO – Householder application for first floor side extension. 10 Sparrow Road, Totnes, TQ9 5PR. 4b) 1896/19/FUL – Erection of single storey extension and associated alterations. Friends Meeting House, Ticklemore Street, Totnes, TQ9 5EJ. 4c) 2228/19/LBC – Listed building consent for internal alterations and refurbishment. Seymour House, Bridgetown, Totnes, TQ9 5NE. 4d) 2224/19/FUL – Alterations and extensions to existing building, including the creation of a new window and roof dormers. Stoneleigh, South Street, Totnes, TQ9 5DZ. 4e) 2125/19/HHO – Householder application for proposed single storey rear extension and raised deck. 37 Follaton, Plymouth Road, Totnes, TQ9 5ND.	Applications available on the SHDC website – www.southhams.gov.uk
<u>NOTE: Cllr JH observes and does not vote on any applications which would potentially be discussed at a Development Management Committee meeting at SHDC.</u>		
5	To consider the public petition brought to Full Council in July against the installation of 5G masts in Totnes.	
6	To consider a request for a name plate for Windeatt Lane off Plymouth Road.	Document enclosed.
7	To consider the condition of 8 Devon Terrace (namely the boarded up windows) as it sits within a conservation zone.	Document enclosed.

8	To note the proposed redevelopment of the former Budgens Store, Station Road, Totnes to form retirement living accommodation.	Document enclosed.
9	To note planning application 2439/19/PAD Application for prior notification of proposed demolition of industrial building at Crown Graphic, St Peters Quay, Totnes, TQ9 5EW.	
10	To note the minutes of the Totnes and District Traffic and Transport Forum held on 26 th June 2019.	Document enclosed.
11	To note the following event requests received by SHDC: 11a) Totnes Carnival Extravaganza on Sunday 25 th August from 11am-3pm, Borough Park.	
12	To note the date of the next meeting of the Planning Committee – Thursday 19th September 2019 at 10.00am.	



Sara Halliday
Committee and Cemetery Administrator

Future meetings agenda items:

- To consider the structural safety of buildings in Fore Street and High Street. (Sep)
- To consider extending the conservation area. (Sep)

Committee Membership (quorum is 3 members):

- Cllr Allen (Chair)
- Cllr Hendriksen
- Cllr Hodgson
- Cllr Luker
- Cllr Paine
- Cllr Simms
- Cllr Trow



**DRAFT MINUTES OF THE PLANNING COMMITTEE
THURSDAY 18TH JULY 2019 AT THE GUILDHALL TOTNES**

Present: Councillors G Allen (Chair), R Hendriksen, C Luker and P Paine.

Apologies: Cllr V Trow.

Not Present: Cllrs J Hodgson and A Simms.

In Attendance: two members of the public and Sara Halliday (Committee and Cemetery Administrator).

No	Subject	Comments
1	To receive apologies and to confirm that any absence has the approval of the Council.	It was resolved to accept the apologies. It was noted that Cllr Matthews has withdrawn from the Committee.
	<i>The Committee will adjourn for the following items:</i>	
	A period of 15 minutes will be allowed for members of the public to ask questions or make comment regarding the work of the Committee or other items that affect Totnes.	A resident of Quayside flats spoke about the felling of trees and severe cutting back of bushes along the hedge line at the Rainbow View site, with mixed messages from the developers and builders about the works carried out. Cllr Allen said that she would look into this matter.
	<i>The Committee will convene to consider the following items:</i>	
2	To update on any matters arising from the minutes of 20 th June 2019. (Note: already agree through Full Council.)	The minutes have been agreed at Full Council. Item 6 – Resolved by Full Council. The Totnes Town Council (TTC) Website and Facebook pages will be updated as agreed.
3	To make recommendations on the following tree works orders: 3a) 1704/19/TPO – G1: Sycamore x 20 – crown height reduction by 3-3.5m and crown raise to 8m from ground due to lack of light and encroachment on surrounding buildings and road. 2 Follaton Mount, Plymouth Road, Totnes, TQ9 5LX. 3b) 2121/19/TCA – T1: Rowan – reduce whole crown by up to 0.5 meters and remove dead wood (exempt) to have a more aesthetically pleasing tree. 2 Plym Villas, Totnes, TQ9 5PQ. 3c) 2120/19/TCA – T1: Bay leaf – fell to ground level – tree causing substantial structural defects to adjacent wall. 3 Devon Terrace, Bridgetown, Totnes, TQ9 5AZ.	Support. Support. Support.
4	To make recommendations on the following planning applications: 4a) 1683/19/FUL – Application for two additional storeys to existing 2-storey East- West wing of the building to provide 5no. 2-bedroom duplex units,	Object – concern about insufficient parking for the number of dwellings (20 spaces for 26 or 31 flats)

<p>alterations to roof of North-South wing to improve internal head- height above the second floor units approved in application 1483/17/POD, car parking for 20no. cars including 6no. ECV points, cycle parking for 36no. bicycles and associated landscaping, access, and waste and recycling storage. Rainbow View [previously known as Parkers Barn], Parkers Way, Totnes, TQ9 5UF.</p> <p>4b) 1835/19/FUL – Construction of new offices and car park. Builders Yard, Babbage Road, Totnes, TQ9 5JA.</p> <p>4c) 1851/19/HHO – Householder application for proposed extension and alteration to the rear including the construction of a basement. 2 Alexandra Terrace, Totnes, TQ9 5QF.</p> <p>4d) 1172/19/HHO – READVERTISEMENT (Revised Plans Received) Householder application for proposed alterations to existing dwelling, including dormer to rear, second storey extension to side, window enlargement, and veranda to rear. Pine Trees, Jubilee Road, Totnes, TQ9 5BP.</p> <p>4e) 0150/19/HHO – Householder application for a first storey extension above current garage, with 1no. front (south) facing window, 1no. side (west) facing doors with Juliet balcony and 1no. side (west) facing window. 1 Broad Oak Crescent, Pathfields, Totnes, TQ9 5QS.</p> <p>4f) 2179/19/HHO – Householder application for conversion of lower portion of garage into work space and addition of dormer to upper floor. Jackson House, Higher Westonfields, Totnes, TQ9 5QZ.</p> <p>4g) 1860/19/HHO – Householder application for front porch. 27 Weston Lane, Totnes, TQ9 5UN.</p> <p>4h) 2166/19/LBC – Listed building consent to replace existing single glazed sliding sash timber windows with double glazed sliding sash timber windows. Watermans Arms, Victoria Street, Totnes, TQ9 5EF.</p> <p>4i) 2086/19/LBC – Listed Building Consent for proposed external installation of gas supply pipes and associated works to Bridgetown elevation and inner courtyard elevations, pipework boxed-in</p>	<p>which will impact on the neighbouring roads that are already overcrowded with vehicle parking. The Committee has concerns about the removal of trees on the site and how this affects screening from neighbouring properties.</p> <p>If permission is granted, the Committee would like to see a condition that at least one the five (no) 2-bedroom duplex units is affordable; and that ducting is installed in the car park for increasing the number of ECV points in the future.</p> <p>Object – the Committee supports the Environmental Health assessment that raises concerns about unaddressed potential flooding and contamination risks.</p> <p>Cllr Allen declared a personal interest.</p> <p>Object – the density of the proposed dwelling (ratio of existing house to new) on the neighbouring properties and there will be the loss of off-road parking.</p> <p>The Committee will conduct a site visit to assess the neighbour’s concerns about loss of privacy from the proposed dormer window.</p> <p>Support, but the Committee would prefer to see the use of existing shingle tiles to cedar lap to maintain the visual appearance with neighbouring properties.</p> <p>Support.</p> <p>Support.</p> <p>Cllr Paine declared a personal interest. Support.</p> <p>Support.</p>
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	<p>and painted to match existing coloured render of walls. Seymour Court, Bridgetown, Totnes.</p> <p>4j) 1932/19/ARC – Application for approval of details reserved by Condition 4 of planning consent 4141/18/LBC. 4 Seymour Villas, Pathfields, Totnes, TQ9 5QR.</p>	Support.
<p>NOTE: Cllr JH observes and does not vote on any applications which would potentially be discussed at a Development Management Committee meeting at SHDC.</p>		
5	To consider Councillor and public comments on the draft Totnes Town Council Transport Policy and Strategy and make a recommendation to Full Council.	It was AGREED that an extraordinary meeting of the Planning Committee will be held in early September, open to all Councillors, to go through the draft Totnes Transport Policy and Strategy. This meeting will propose a recommendation for the September Planning Committee to consider and refine before going to Full Council in October 2019.
6	To consider a request from KEVICC to support the continued use of the Art Building.	<p>It was AGREED that the Officer will contact Devon County Council education department to clarify what the plans are for the KEVICC building.</p> <p>To RECOMMEND to Full Council that TTC writes to Devon County Council supporting KEVICC's request for the refurbishment of the art building rather than its demolition, as demolition would be the loss of an important facility..</p>
7	To discuss the ATMOS site visit conducted on 24 th June 2019.	<p>Councillors shared their observations following the recent ATMOS site visit.</p> <p>It was AGREED that the Officer would email Totnes Community Development Society (TCDS) to clarify the following points:</p> <ul style="list-style-type: none"> - How much of the site is owned by the TCDS? - What is the timeline for the ATMOS work? - What is the current financial situation regarding funding the various elements of the ATMOS project?
8	<p>To note the following event requests received by SHDC:</p> <p>8a) National Trust Promotional Event on Tuesday 30th July from 0930-1600hrs, Civic Hall Car Park.</p>	Noted.
9	To note the date of the next meeting of the Planning Committee – Thursday 15th August 2019 at 10.00am.	To accommodate holidays and maximise attendance, it was AGREED to hold the next Planning Committee on Monday 19 th August at 2pm.

ITEM 6 – Name Plate for Windeatt Lane

This item has been referred to the Planning Committee from the Town Matters Committee.

The following email was received from a member of the public:

I think that you mentioned that street names are being reviewed at the moment. One that has never been signed is Windeatt Lane in Plymouth Road.

We put it to [REDACTED] [a previous Town Clerk], a very long time ago, and something was going to be done – but nothing happened. There are now even more residents along the lane and it seems to be a good idea to have another go. We would have safer access for emergency vehicles and more ease for delivery vehicles as well.

We had broadly agreed on the name Windeatt - (not Windeatt with an 'S' as the position of the apostrophe would always cause arguments).

The Windeatt family lived at the top of the lane back in the last centuries...

Officer Advice - Having looked at the SHDC Planning website there is a section on new street names – whilst this might be known among locals as Windeatt Lane it doesn't come up in any Google or i-map searches. Trying to get this signed as Windeatt Lane is likely to be unsuccessful as the SHDC policy advice is that you should avoid any duplication of names in a town (there is already a Windeatt Square at the bottom of the town) and using 'street, road, avenue' is not sufficiently different to consider use.

The cost of the application is £36.

The Committee should make a recommendation to Full Council whether to support or reject this request, based on the likelihood of success outlined above.

ITEM 7 – 8 Devon Terrace, Bridgetown

Email from a member of the public to Cllr Adams:

I'm wondering if you have any thoughts/suggestions regarding 8 Devon Terrace? The property seems to have been unoccupied for at least 10 years - the owner appears occasionally to tidy the garden, but there has been no effort in that time to replace the boarded-up windows. The front door is now suffering from what looks like casual vandalism. I guess there's no law against empty property, but it looks as though the owner has chosen to replace windows with plywood on a permanent basis (in a conservation area), so is it a planning issue?

Ref: LAB/Totnes1

Churchill House, Parkside
Christchurch Road, Ringwood
Hampshire BH24 3SG
Telephone 01425 462372
Fax 01425 462101

Catherine Marlton
Town Clerk
Totnes Town Council
The Guildhall Offices
5 Ramparts Walk
Totnes
Devon
TQ9 5QH

(Sent by email and post)

18th July 2019

Dear Ms Marlton

Proposed Redevelopment of the Former Budgens Store, Station Road, Totnes, TQ9 5RW to form Retirement Living Accommodation

We write on behalf of our client, Churchill Retirement Living, to inform you as Town Clerk of Totnes Town Council that they have recently acquired the former Budgens Store on Station Road in Totnes. They propose to bring forward a planning application to redevelop the site with approximately 40 Retirement Living apartments and will shortly be undertaking pre-application public consultation on the site – this follows pre-application discussions that are ongoing with the Local Planning Authority Officers.

Our client is very much looking forward to sharing its proposals with the community at the event and will be in touch shortly to invite you and other Members of the Town Council to preview the exhibition. This will be an excellent opportunity to introduce ourselves, the scheme and provide additional information on what Retirement Living accommodation is all about. We will also be on hand to answer any questions you may have.

We are keen to open up the lines of dialogue with you as the Town Council ahead of the public consultation event as we feel it would be beneficial to meet and listen to any feedback or answer any questions you may have.

Churchill Retirement Living prides itself on creating schemes that sit comfortably in their setting and that are positive additions to the local community. Having carefully reviewed local need and planning policy we strongly believe that this previously developed and now redundant site on Station Road offers a fantastic opportunity to provide this specialist

accommodation in a sustainable location close to shops and services, whilst being in-keeping with existing neighbouring uses.

We have included for your information a plan showing the exact location of the site, along with a copy of Retirement Living Explained. This is the "go to" document for planning and design professionals and should help provide you with a better understanding of this specialist accommodation. This report identifies that successful delivery of older people housing in the form of retirement living housing can only be delivered on brownfield sites close to town or local centres. Requiring:

- A high profile location, on active roads with good transport links
- Within 0.5 miles of town or local centres and amenities
- 0.4 to 1.5 acres (on average supporting 40 units per development, ranging from 25 to 75)

Furthermore, Retirement Living housing delivers social, economic and environmental benefits including, but not limited to:

- Providing appropriate accommodation for older people and thereby reducing demands on healthcare and other services;
- Freeing up family housing;
- Increased spending in local shops;
- Making efficient use of land to provide housing close to services and facilities.

We do hope that you find this information useful. If you would like any further information at this stage or would like to meet us to discuss the proposals then please do not hesitate to get in touch.

Yours sincerely,

Managing Director – Planning Issues

T: 01425 462372

E:

Enc.

- *Retirement Living Explained: A Guide for Planning & Design Professionals*
- *Plan Showing Site Outlined in Red*

Item 10

Totnes & District Traffic & Transport Forum (T&DTTF)
Minutes of meeting 26.6.19
At the Dartmouth Inn, Totnes

Present

Sandi Whale	SW
Robert Smith	RS
Chris Watson	CW
Ray Henrikson	RH
Simon Harrington	SH
Pamela Cobb	PC
Colin Luker	CL
Jacqi Hodgson	JH
Jo Sweett	JS
Helen Swan	HS Taking minutes

Apologies: Chris Alton, Tim Banks

Possible action points are highlighted.

1. Minutes of last meeting - agreed

2. Buses to Totnes Hospital

SH re rechargeable electric buses. Euro^ diesels are the cleanest. Bob the Bus's next bus will be electric.
CW Plymouth has gas powered which have low particulates.
RH Cities like Athens own their public transport. That's why we don't have hospital transport.
SH John Richardson Dawes is responsible for county services.
The Country bus 149 was dropped because Country would not subsidise it. Timetable cuts. Now from the Torquay Gold you have to change to the 13 at Paignton. Stagecoach tickets are not valid on Country or TallyHo.
RH Could we fund an electric Bob just for the hospital journey?
CW Country go to the hospital and the Willows and there is a free bus to Tesco.
We could run a not-for-profit service on methane/hydrogen.
CL Totnes Caring run 900 journeys a year to the hospital – this shows there is strong demand
JH Community based timetable for the hospital is needed – one that combines all the different operators and regular journeys that could be shared and made available for people to use.
PC There's a pool of people needing regular trips
CW the current mix is 57% nuclear here
SH Big Lemon is an on-demand community bus 78-seater MPV also serving villages. There are problems of competitiveness. Flexible is good; a regular service is not enough for flexible demand.
JH People may also want to get to work at the hospital too, that could help us combine regular with on-demand service. We need more drivers.
SH Totnes Caring cannot expand.

ACTIONS

- ALL - Get timetables from different operators and compile a community timetable that could be posted around town and in the Totnes Directory to assist those who need to use public transport to the hospital
- RH to look into a hydrogen bus

3. Air Quality Management Action Plan

CW We have to keep traffic moving to avoid pollution. Declare a low emission zone, e.g. in Dartington. No idling.
SW Battery technology needs to be Zinc not Lithium. VAT is going up on solar. This forum recommends we write to the government to protest the increase on solar. We must move into storage batteries. We can copy the Council's letter to all councils.
CW currently a long charge timetable. Let's involve TreSoc
RH What can we do, more than planting trees? Limit van times?
CW Yes, if you declare a low emission zone. Other cities are going for it.
JH We are bound by DCC policies.
JS We need a depot for vans.
GRIN electric scooters.
JH Apply for urban trees by July 22 there is money available
JS We can apply for trees via the housing association, we need to apply via a body
CL Defra 2010 low emissions strategy document.

ACTION JH and SW to script something for next Council meeting

4. Neighbourhood Plan (NP) and Transport Policies

RH Submit ideas to CL

JH NP does not fit with transport policies. Policies and strategies must work together.

CW Section 6 of NP, our stuff is not in it

CL now chairs NP. NP Meeting Thurs 27

JH Air quality scheme could draw down 106 funding. It's about principles now, not schemes. NP produces 'big picture policies' indicating direction, but it doesn't marry to what we have done. Needs cross checking. Two experts are coming in. Map the proposals and link with NP.

See Town Council website, links to NP.

PC 106 obligations. Trying to sell off land supposed to be for community. Supposed to be an orchard in TQ9 (not Sharpham). Above Baltic Wharf.

CW They sold off phase 3 boatyard to LAND (used to be Bovis)

JH Have we missed a conversation about a transport hub around the station. NP includes the station as transport hub

JS Look at collaboration Berry Pomeroy, Great Court, some social/affordable

Only public access is up and across to Dukes road. I am concerned it is dangerous, single track road with no pedestrian access.

CL I hope all parish councils will turn up Thurs 27th.

ACTIONS:

- RH has been over JH's list, what is do-able and what is life threatening, will email to everyone.
- JH to cross check and collate Climate Emergency Action Plan and Totnes TC Transport Policy & Strategy & NP Policies

5. Re-Imagining Totnes Town Centre

RH Traffic calming.

Atmos meeting, funding problems. Time is on our side to use the former nursery building.

CW 7.5 ton limit. A plot on Ind Est is available £495,000

JS Infrastructure

PC Can narrow pavements be widened?

JS some have been

SW pavement so near the traffic gives a false sense of security.

JH What about cyclist contraflow on High St? Car free day in September to set up planters.

CW Hire Bob for High Street service.

5 Car free day in Totnes in September

Car free day in September to set up planters.

JS traders are never happy when the High St is closed.

CW lay stabilising grids into Longmarsh car parks for overflow.

RH Get Council to have free parking and advertise it.

JS Reducing traffic on High St increases it everywhere else

SH Announce traffic free day NEXT MONTHS AGENDA

JS Final Elizabethan market is Tues 24 Sept.

ACTION: JH to propose traffic free day NEXT MONTHS TC AGENDA

6. AOB

7. Next meeting: Date Weds 31st July at 6.30pm in Dartmouth Inn (upstairs room)