

COMMITTEE MEMBERSHIP:

Councillors: M. Gingell, A. Kitchen, S. Olander (ex-officio), R. Peaty (Vice-Chair), E. Taylor (Chair), J. Welch

FOR INFORMATION:

S. Browne, D. Collins, S. Kiddie, A. Kitchen, K. Murphy (ex-officio), J. Robertson, L. Sinfield, G. Waterman, J. Wooddissee, Town Clerk (CEO), Deputy Town Clerk (COO)

Diss Express

DISS TOWN COUNCIL

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Diss, Norfolk, IP22 4JZ

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Email: towncouncil@diss.gov.uk

TOWN CLERK

Mrs S Villafuerte Richards (CiLCA)

Our ref: PL 26/07/23

NOTICE OF MEETING

Dear Members of the Public and Press,

You are cordially invited to attend a meeting of the **Planning Committee** to be held in the **Council Chamber** at **Diss Corn Hall** on **Wednesday 26th July 2023** at **6.15pm** to consider the business detailed below.

Sonya French
Deputy Town Clerk / Chief Operations Officer

AGENDA

- 1. Apologies**
To receive and consider apologies for absence.
- 2. Nomination of Substitute Representatives**
To note nominated substitute representatives attending in place of those who have sent their apologies.
- 3. Declarations of Interest and Requests for Dispensations**
To note any declarations of members' pecuniary and/or non-pecuniary/other interests pertaining to items on the following agenda, to note any dispensations granted in respect of business to be discussed and to consider any requests for dispensations.
- 4. Minutes**
To confirm as a true record, the minutes of the Planning Committee held on 12th July 2023 (copy herewith).
- 5. Public Participation**
To consider a resolution under Standing Orders 3d to 3h to suspend the meeting to hear comments from members of the public on items to be discussed on the agenda (*the period of designated time for public participation is 20 minutes unless directed by the Chairman of the meeting and individual members of the public are entitled to speak for a maximum of five minutes each*).
- 6. Items of URGENT business**
To discuss any item(s) of business which the Chair or Town Clerk has previously been informed at least 24 hours before the meeting and decides should be considered as a matter of urgency (*councillors are reminded that no resolutions can be made under this agenda item*).

7. New Planning Applications and Development Control Matters

To receive and comment on planning applications and other development control matters (report herewith).

App. No	Applicant	Address	Proposal
2023/1607	Mr P Bavin	Mike Bavin Motorcycles, 101 Victoria Road, Diss, IP22 4JG	Demolition of an engineering workshop and ancillary buildings and erection of 3 dwellings.

8. South Norfolk Council Planning Decisions

To note the planning decisions made by the Planning Authority since the last meeting (copy herewith).

9. Date of Next Meeting

To note that Planning committee meetings will precede scheduled committee dates should applications require committee consideration.

NOTES

1 - Council has a statutory legal duty under the Localism Act 2011 s2 and has adopted a code dealing with the conduct that is expected of members in order to promote high standards of conduct as required by the Act. Members' disclosable pecuniary interests are kept on a register available to view on the Council's website. Allegations about the conduct of a councillor may be made to the District Council's Monitoring Officer. Diss Town Council has also adopted a dispensation policy.

The reports and enclosures referred to in this agenda are supplied to councillors only. They are available (unless marked confidential) for public inspection on our website at <https://www.diss.gov.uk/planning>

DISS TOWN COUNCIL

MINUTES

DRAFT

Minutes of the meeting of the **Planning Sub-Committee** held in the **Council Chamber** at **Diss Corn Hall** on **Wednesday 12th July 2023** at **6.45pm**.

Present: Councillors: M. Gingell
A. Kitchen
S. Olander (ex-officio)
R. Peaty (Vice-Chair)
E. Taylor (Chair)
J. Welch

In attendance: Cllr G. Waterman
Sarah Villafuerte-Richards – Town Clerk

PL0723/01 APOLOGIES

It was noted that councillor Murphy (ex-officio) had stepped down from the Planning Committee due to his membership of the Development Management Committee, South Norfolk Council.

PL0723/02 NOMINATION OF SUBSTITUTE REPRESENTATIVES

There were none.

PL0723/03 DECLARATIONS OF INTERESTS AND REQUESTS FOR DISPENSATIONS

There were none.

PL0723/04 MINUTES

It was

RESOLVED: That the minutes of the meeting of the Planning Committee held on 14th June 2023 were a true record and would be signed by the Chairman post meeting.

(Action: ET: immediately)

PL0723/05 PUBLIC PARTICIPATION

Members considered a resolution under Standing Orders 3d to 3h to suspend the meeting to hear comments from members of the public on items to be discussed on the agenda. There were no members of the public.

PL0723/06 ITEMS OF URGENT BUSINESS

There were no items.

PL0723/07 NEW PLANNING APPLICATIONS AND DEVELOPMENT CONTROL MATTERS

Councillors received and commented on planning applications and other development control matters.

The Chair has brought application 2023/1588 to committee to acquire a view from members regarding the change of use to hot food takeaway given the increased number of this type of development recently and their impact on the character of the town. The Planning Authority allows up to 60% of businesses in the town centre which are the old class A1 retail as designated in the Placemaking Guide, but it is not yet at this level.

It was agreed that having an occupied premises was preferable, that gleaning as much information regarding the type of hot food provision would be helpful to inform decision making and that the developer would be making a significant financial investment, enhancing the building's appearance on the high street. Members discussed the current poor condition of the site, potential for increased litter, and the change in spending habits from items to services.

Committee requested a review of the class uses relevant to Diss to try and ensure that diversity in the town centre offer is maintained.

App. No	Type	Applicant	Address	Proposal	Response
2023/1588	Full	DPSK Ltd	27 Mere Street Diss Norfolk IP22 4AD	Change of use from Retail to Hot Food takeaway, single storey rear extension and associated internal and external alterations.	Recommend Approval Members resolved to delegate this decision to the Planning Officer however requested a review of the class use changes relevant to Diss given the increased number of hot food takeaways in the town centre.

PL0723/08

SOUTH NORFOLK PLANNING DECISIONS

Members noted the planning decisions made by the Planning Authority since the last meeting. The Chair advised members that there are several pending applications that conflict with the Diss & District Neighbourhood Plan. He has already written to the planning authority on 2022/1344 to update our objection. This is because the DDNP now has weight and should be considered by the LPA. He has asked that consideration be given to the design guide particularly on parking provision, bin storage and bin collection points. In addition, the examiner recommended that the access should go through from Frenze Hall Lane as both the existing and DDNP policies state, which NCC seem unaware of. He will also follow up any other applications that conflict with the DDNP particularly 2022/1975 and 1976 on Denmark Lane. The DDNP Referendum has been scheduled for 28th September at the Diss Youth & Community Centre. It was officially announced today that John Grose is closing with all staff relocated to other branches from the 28 June 2023.

PL0723/09

DATE OF NEXT MEETING

Members noted that Planning committee meetings will precede scheduled committee dates should applications require committee consideration.

Meeting closed at 7.17pm.

Councillor E. Taylor
Committee Chairman

2023/1607 Full Planning Application

Mike Bavin Motorcycles 101 Victoria Road Diss Norfolk IP22 4JG

Demolition of an engineering workshop and ancillary buildings and erection of 3 dwellings.

Comments by the developer:

- This planning submission is for the demolition and clearance of existing light industrial buildings to allow provision of 3 new residential dwellings. The existing business on the site has been slowly winding down for some time and the release of the site for residential use would be beneficial and form a natural extension to adjacent developments and nearby proposed designated residential areas.
- The site is accessed from Victoria Road (A1066), which is the main through road serving Diss. Access into the site is provided by a large, splayed, recessed entrance crossing generous pedestrian and cycle routes. Either side of the entrance are large period residential properties set back from the highway. The entrance road and access into the site, together with the yard and external areas are predominantly hard paved in various bituminous/asphalt toppings and concrete. Planting and green space is restricted to the side and rear of the workshop and has limited access.
- The workshops form motorcycle sales and repair facilities and have been part of the Bavin family run business for a number of years. The workshop building is low rise predominately single storey with a small central first floor storage area, the construction is typical of light industrial buildings of the time.
- The nearby site (to the East), The Old Coaching Place, has relatively recently been redeveloped and now provides a number of dwellings; beyond that, Waveney Road has also seen further residential development. To the West of the site, adjacent to Diss Garden Centre, the site currently occupied by Diss Leisure Centre has an allocation of 'residential/mixed use although this has now been withdrawn by the DDNP'.
- After many successful years the Bavin family have concluded that the motorcycle sales and repair business is no longer viable and does not present a realistic on-going concern. The current use of the site as light industrial is now considered unsuitable bearing in mind the residential nature of the surrounding region and would be better employed providing housing.
- Reference to the Environment Agency flood risk map indicates that the site is located in Zone 1 and not subject to flood risk.
- The site area suggests 3 dwellings would make best use of the space available. The site offers a good location for residential development with local shop, amenity and public transport links all within short travel distances. Being set back from Victoria Road the site is sheltered from traffic noise offering a secluded private space. The layout, with each entrance off the common turning head also provides a secure space being overlooked by each dwelling.
- Plot 1 reflects the existing layout of the site with buildings but occupying a smaller footprint. Plots 2 & 3 occupy a similar footprint area to the existing workshop but move into the site away from the river Waveney boundary. The narrow linear nature of the site dictates a corresponding design with a staggered arrangement allowing some window openings to be incorporated while minimising overlooking issues. The massing and scale of the houses is in keeping with current design standards, the overall height is less than those adjacent on Victoria Road. A simple, minimal, material palette includes for robust finishes with low maintenance. The elevations are

mainly red brick with some natural finish timber cladding feature work between windows and to the gable of Plot 2. The roofs are proposed to be red pantile with rooflights providing natural light to stairwells and bathroom to the overlap of Plots 2 & 3. The choice of materials reflects those used on adjacent residential developments and maintains the distinction between the larger, more formal, period properties facing Victoria Road.

- The layouts provide for the modern living preference of open plan arrangements with Kitchen / Diner and linking Living space. Master bedrooms include ensuites with separate bathrooms and ground floor WC and all plots benefit from a separate Utility space.
- Access Victoria Road (A1066) has shared pedestrian and cycle designation pavements from the railway crossing through to the town centre. The site entrance off Victoria Road has good visibility to left and right for safe vehicle egress onto the highway. The neighbouring properties are set back from the highway with splayed boundaries to the intersection also contributing to the visibility.
- The site is predominately level with a slight, consistent, fall to the Southern edge, then falls away toward the river Waveney beyond the site boundary.
- Plots 1 & 3 are provided with 2 parking bays, Plot 1 has a single parking bay but has double garage provision; travel distance from car to entrance is minimal and each entrance has weather protection. All dwellings are provided with level threshold access. The site is provided with a turning head to allow forward gear egress from the development and is sized appropriately to allow emergency services access and exit in forward gears.
- Each dwelling is provided with a generous entrance hall with ease of access between rooms. Plots 2 & 3 have a straight flight stair serving the first floor for ease of accommodating a stair lift. The stair enclosure at ground and first floors provides separation from fire risk areas allowing safe egress in addition to each habitable space being provided with fire egress windows or external doors
- The site as existing is predominately hard paved with a mixture of bituminous and concrete finishes. The proposed development allows each plot a garden area which gives back potential planting and green space. The site orientation allows Plots 2 & 3 main living areas to be presented to the river Waveney and the green landscape views beyond. Plot 1 whilst not benefiting from the views, is offered with the majority of the external space given to potential green area.
- The form of construction is to be decided, however, it is anticipated that a good standard of build quality, exceeding current thermal and air leakage standards will be achieved. Although the site dictates a natural North-South bias to the Plots, the subsequent linear nature of the development allows potential for PV and solar arrays to be incorporated within the elongated roof plains.
- Infrastructure for electric vehicle charging will also be incorporated into the scheme as required by current legislation.
- It is intended that each dwelling will be provided with rainwater butts for gardening use.
- The site is located in a local conservation area, however the buildings within the site are not considered an 'asset' contributing to the street or environment amenity. The proposed development is not visible from Victoria Road and does not impact on the street scene; the existing site entrance will remain unaltered.
- The proposed Southern boundary adjacent the river Waveney could be argued is enhanced by pulling back the building line and increase of green space. Views of the

river Waveney and open green space beyond is brought back into use as an amenity, albeit limited to the development, but a meaningful and worthwhile asset.

Bavins, 121 Victoria Road, Diss



Chairs comments

All 3 plots are very narrow by conventional standards and because of that would be very small room spaces have had to adopt an open plan approach

Plot 1 has a number of trees around the south end of the plot and the changes proposed to the building footprint may well affect the tree root protection area. It is shown as a 2-bed house varying in width from around 4m and about 5.0m at widest point.

Plot 2 is shown as a 4-bed (2 x S and 2 x D). It is around 5.0 m wide and its west elevation has no windows and is built right up to the boundary line with the garden centre. On the east elevation there are windows to the bedrooms.

Plot 3 is shown as a 3-bed (2 x D and 1 x S). It is again around 5.0 m wide and both the east and west elevations have limited windows so there is no overlooking. Windows are generally in the north and south elevations.

Overall, I think the developer is trying to squeeze a quart into a pint pot with probably one too many bedrooms in each plot at the expense of what could be more spacious accommodation.

In addition, the developer says the site is provided with a turning head to allow forward gear egress from the development and is sized appropriately to allow emergency services access and exit in forward gears. In my opinion this is very tight and I am doubtful it would meet Norfolk County Council standards.

Without fully dimensioned plans it is difficult to make a judgement on room sizes and turning heads etc. However, the principle of building homes on this site is reasonable (if the business is no longer viable) as they would not be out of place with developments around them.

M Bavin has not taken any pre-planning advice.

Recommendation

Housing in this location would not be inappropriate as the site is surrounded with both older and quite modern properties.

Whilst it is difficult to assess without fully dimensioned detail plans, that we **delegate to officer** and that the officer notes and considers our concerns listed below:

1. That the bedrooms appear small and the open plan downstairs aspect is being used to try and cover up very cramped living space.
2. That the turning head looks too small for emergency vehicles.
3. Bin storage and collection not mentioned and needs addressing.
4. That the existing trees will be too close to the plot 1 footprint affecting the root protection area.



Revised 11.06.20 Overall revision

PLANNING APPLICATION

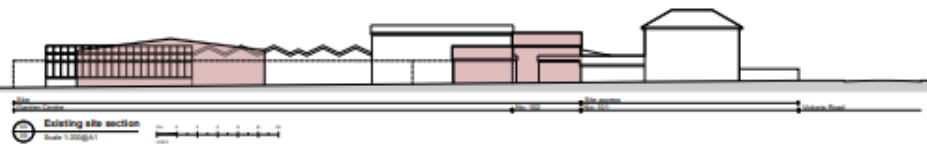
Lucas+Western Architects

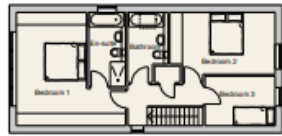
Project
Bavin Motorcycles
101 Victoria Road, Diss.
IP22 4JG

Drawing
Existing:
Location Plan
Site Plan, Section & Photos

Scale: as noted
Date: March 2021
Drawn: PLJ/20
No: 2121.09 Rev: A

21 Town Green, Wymondham, Norfolk
NR18 0PH Tel: 01935 827143

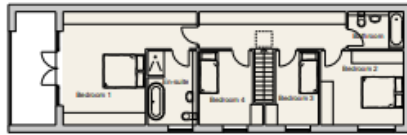




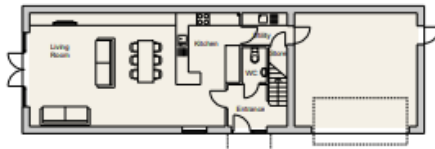
PLOT 3: First Floor Plan
Scale 1:100 @ A1



PLOT 3: Ground Floor Plan
Scale 1:100 @ A1



PLOT 2: First Floor Plan
Scale 1:100 @ A1



PLOT 2: Ground Floor Plan
Scale 1:100 @ A1



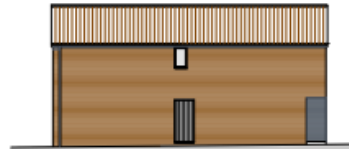
PLOT 1: First Floor Plan
Scale 1:100 @ A1



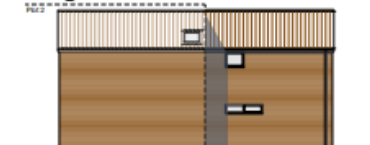
PLOT 1: Ground Floor Plan
Scale 1:100 @ A1



PLOT 3: South Elevation
Scale 1:100 @ A1



PLOT 3: East Elevation
Scale 1:100 @ A1



PLOT 3: West Elevation
Scale 1:100 @ A1



PLOT 3: North Elevation
Scale 1:100 @ A1



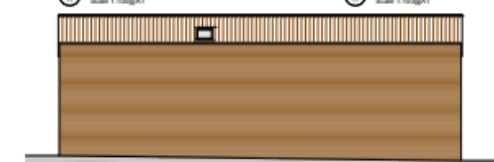
PLOT 3: Section A-A
Scale 1:100 @ A1



PLOT 2: South Elevation
Scale 1:100 @ A1



PLOT 2: East Elevation
Scale 1:100 @ A1



PLOT 2: West Elevation
Scale 1:100 @ A1



PLOT 2: North Elevation
Scale 1:100 @ A1



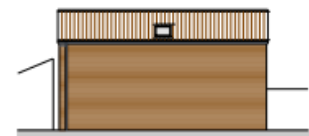
PLOT 2: Section A-A
Scale 1:100 @ A1



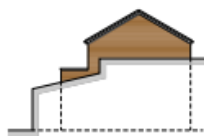
PLOT 1: South Elevation
Scale 1:100 @ A1



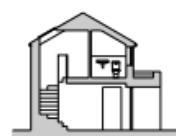
PLOT 1: East Elevation
Scale 1:100 @ A1



PLOT 1: West Elevation
Scale 1:100 @ A1



PLOT 1: North Elevation
Scale 1:100 @ A1



PLOT 1: Section A-A
Scale 1:100 @ A1

- Proposed selected red brick
- Proposed natural timber cladding
- Proposed red panels
- Proposed glazing

Revit 11.0.20 General revision

PLANNING APPLICATION

Lucas+Western Architects

Project
Bavin Motorcycles
101 Victoria Road, Diss.
IP22 4JG

Drawing
Proposed:
Floor Plans, Elevations
& Sections

Scale: 1:100 @ A1, 1:200 @ A3
Date: March 2023
Drawn: PLG/JM
No. 2121.11 Rev. A

21 Trench Green, Wyton/Gloucester, Norfolk
NR13 0PA. Tel: 01930 807343

App. No.	Type	Applicant	Location	Details	LPA Decision Date	LPA Decision
2023/1348	Approval of Condition Details		2B Market Hill, Diss, IP22 4JZ	Details of condition 3 of 2023/0442 - (3) timber frame repairs	05.07.23	Approval of details - approved (delegated)
2023/1431	Change of Use		Car Park At Units 1A And 1B Gilray Road Diss Norfolk	Change of use of car park to 31 x self storage shipping containers. New fencing and entry gates	11.07.23	Approval with Conditions (Delegated)