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**Minutes of a meeting of the Planning Committee
held at the library, Westway
at 2pm on Friday 2nd March 2018**

PL 043 Apologies for absence

Apologies for absence had been received from Cllr Orrick and were accepted by the Committee.

PL 044 Declarations of interest

Cllr Rujbally declared an interest in 187 Banstead Road, the nature of her interest being a neighbouring property to her home.

PL 045 Matters arising

There were no matters arising that were not on the agenda.

PL 046 Recent planning decisions

Recent planning decisions had been circulated to the Committee and were noted.

RESOLVED: that, following the withdrawal of the Sandiford House planning application, the Parish Council offer to meet the architect/ developer regarding details of further applications.

PL 047 Protocols for meetings with developers

Protocols for meeting with developers had been circulated in advance of the meeting.

RESOLVED: to approve protocols subject to a minor amend.

PL 048 Coulsdon Lodge

A meeting with the Coulsdon Lodge developer was suggested to discuss issues raised in response to the pre-consultation.

RESOLVED: to offer a meeting between the Coulsdon Lodge developer and members of the Committee.

PL 049 Tandridge District Council (TDC)

The Committee had requested a meeting with planning officers however there had been no response from TDC. A tree report had been requested from TDC but not been received.

RESOLVED:

- i. that Cllr Botten contact the Chief Planning Officer to further request a meeting.***
- ii. that the Clerk chase up the tree report.***

PL 050 Freedom of Information request to TDC

There was frustration from both the Parish Council and Flood Action Group that TDC were not involving the Lead Local Flood Agency (LLFA) in planning applications. It was suggested that Cllr Botten and Cllr J Webster lead a deputation, inviting Cllr E Webster and Cllr Duck, to meet the TDC Chief Executive and Chief Planning Officer. The aim of the meeting would be to establish whether TDC can put in place a working protocol for officers or an emerging policy regarding applications in flood risk areas, until formal policies are agreed in the new Local Plan.

RESOLVED:

- i. that Councillor Botten organise the above meeting before the end of March.*
- ii. that a FOI be postponed until the outcome of the meeting was known.*

PL 051 Planning responses to the Lead Local Flood Agency (LLFA)

RESOLVED: *to copy to the LLFA responses regarding planning applications to Tandridge District Council, where a flood risk is considered a material consideration.*

PL 052 Planning Design Award

Criteria for a Good Planning Award were discussed.

RESOLVED:

- i. that Cllr Dennis draft criteria for a good planning award to be considered at the next meeting.*
- ii. that Cllr Webster discuss obtaining assistance from a local architect.*

Planning applications

RESOLVED: *that the Parish Council make the following comments on recent planning applications:*

List w/e 26.01.18:

2018/100: 51 Whyteleafe Road - Part single, part two-storey rear extension

No comment

2017/89: 12 Hawarden Road - Single storey extension and loft conversion with dormers (Certificate of Lawfulness)

No Comment

List w/e 02.02.18:

FR: 2018/101: 187 Banstead Road – **Single-storey side extension**

Comment:

The front of the property slopes down to Banstead Road in an area where inadequate street drainage contributed to properties being badly affected by flooding in 2016. Therefore, please ensure that the on-site drainage and soakaway capacity will be sufficient to take storm water from the increased roof area without discharge onto the highway.

FR: 2018/25: 178A Coulsdon Road – **deadline 21st February**

Mansard roof and 4 flats - reserved matters

Objection:

This application is a submission of further details, to discharge all reserved matters from outline consent 2017/1302 (access, scale, layout, appearance and landscaping). However, no further details have been provided on these matters. The drawings and supporting documents are simply repeats of the information submitted under 2017/1302.

The Parish Council remains concerned that its previous representations drawing attention to known flood risk were not considered material by TDC as per NPPF. We also wish to place on record our concern that TDC is not

choosing to draw on the available technical expertise of the Lead Local Flood Authority when considering applications in flood risk areas. This includes applications that are making incremental environmental impacts. The extensive hard standing of the car park drains surface water towards Coulsdon Road where the highway regularly floods outside the shops. The LLFA has discussed this matter with our County Councillor and has accepted that it is happening as a result of defective street drainage outside the application site.

It is therefore essential that the roof area and hard standing do not worsen this problem by discharging storm water onto the highway.

One way of addressing this would be via a commensurate level of sustainable drainage through hard and soft landscaping and new planting including permeable surfacing and soakaways. However, no landscaping details have been provided (reserved item 4 of outline planning consent).

Details of on-site renewable energy provision, sufficient to demonstrate a 10% reduction in carbon emissions, are awaited (reserved item 5 of outline planning consent).

The County Highway Authority has also asked for details of the cycle storage arrangements.

List w/e 09.02.18:

FR: 2018/209: 38 Westway – Permitted development notification: conversion of offices to 16 one and two-bedroom flats

Objection:

This Permitted Development application raises material planning considerations that can only be properly considered by a full planning application.

The site falls within a known flood risk area within Caterham Hill where homes and businesses were ruined in 2016 from surface water and sewer overflow. The Local Lead Flood Authority and its engineers have carried out a study that has shown the local drainage infrastructure to be seriously deficient. The application provides no information on the capacity of local drainage in a vulnerable area to cope with the additional output of 16 flats. No SUD strategy has been provided to demonstrate no net surface water overflow onto the highway, yet local roads here act as flow pathways due to insufficient street drains. It is equally unacceptable to overload the sewers by channelling storm water into them. Therefore, it is essential that the LLFA and Thames Water are asked for technical advice.

This is an area of congested street parking where it is essential that the TDC parking standards are adhered to yet the scheme offers only 16 spaces instead of the expected 24. In Caterham Hill 49% of residents commute to work by car therefore it is not a sustainable transport location.

The reliance on unsustainable commuting can only be reduced by promoting local enterprise and job creation. Small independent shops, businesses and services of all kinds are essential to the economic vitality and sustainability of Caterham Hill. Westway makes a significant contribution to this objective. It is therefore essential that the premises are marketed for a suitable period for business use if the applicant wishes to demonstrate that there is no such demand. The Parish Council believes that there is.

2018/245: 3 Halton Road – Single storey rear extension (Certificate of Lawfulness)

No comment

FR: 2018/259: 21 St Michaels Road - Side and rear extensions (part two storey) and loft conversion, including raised roof and rear dormers.

Comment:

St Michaels Road slopes down towards Banstead Road but lacks street drains. It therefore acts as a storm water flow path towards properties that flooded in 2016. Please confirm that the on-site drainage and soakaways will be of sufficient capacity to take storm water from the increased roof area without discharge onto the highway.

List w/e 16.02.2018

FR: 2018/223: 98 Park Road – New first floor and roof, attached double garage, additional driveway and pavement crossover.

Objection

The proposal replaces a single-storey dwelling with a two-storey house of a similar footprint area (plus an additional integral double garage). It is also configured as essentially two self-contained flats (a 1/2 bedroom unit on the ground floor and a 2/3 bedroom unit on the first floor) with a shared entrance lobby. There is passive provision for two separate dwellings. Therefore, the Parish Council feels that the application has not been described accurately. We also have concerns about two material planning issues, as set out below.

The Parish Council welcomes the provision of well-illustrated Design Statements to explain proposals. The design aim of an adaptable lifetime home is also noted. Both these aspects are supported in our new Neighbourhood Plan.

Park Road is one of the most visually appealing and characterful streets in Caterham Hill, with a variety of traditional terraced and semi-detached Victorian and Edwardian houses. As such it forms part of a proposed Neighbourhood Character Area. It is therefore particularly important that any new buildings are of a high quality of form, materials and detailing. They must conserve and enhance the historic character and distinctiveness of Park Road.

No. 98 is an unremarkable 1970s bungalow that does not achieve this aim. It lies between two notable buildings - the Victorian villa Park House, Chaldon Road and 94-96 Park Road (Cramlington Cottages, 1888). There is thus the opportunity to replace the bungalow with a better-quality building designed to be in keeping with its neighbours and the historic streetscape, using traditional vernacular materials. These are predominantly yellow stock brick with red detailing (the painting-over of Cramlington Cottages is more recent). Flint work and upper tile-hanging is also a local tradition (eg the King and Queen at the far end of Park Road).

However, the proposal (in terms of its layout, scale and materials) is out of character with the area. It will also have an overbearing effect on the historic properties on either side of it. The entire proposed building exterior (roof and walls) appears to be clad in tiles, except for the garage. This gives little visual distinction between the roof and elevations resulting in a rather monolithic appearance, at odds with the architectural variety and detailing within the street. We are concerned in particular at what appears to be a grey tiled finish for the main street-facing façade. This is not in keeping with the streetscape. More varied elevations using traditional local materials and detailing would be appropriate.

Park Road is within a known flood risk zone. Many homes and businesses in Caterham Hill were ruined in 2016 from surface water flooding and sewer overflow. Park Road has inadequate street drains and it slopes down from this site, acting as a catchment feeding the storm water flow path across Hillcroft School playing fields. A study by the Lead Local Flood Authority and its engineers has concluded that the present drainage system in this area is overloaded and only partially functioning due to lack of repair. It is therefore essential that this proposal can demonstrate no additional load on existing capacity in a vulnerable area, from what would become potentially a 3-5 bedroom dwelling.

Storm water must not be channelled into the sewers, as this has already caused sewage overflow in the area. Therefore, the proposal must include sufficient sustainable on-site drainage. Discharge of storm water onto the highway from the roof and enlarged driveway must also be prevented (for example via permeable surfacing, soakaways and soft landscaping). No information has been provided.

Yet again the Parish has to record its concern that TDC is not choosing to draw on the technical knowledge of the LLFA and Thames Water. This expertise is readily available, specific to the application area and material to planning decisions.

The Parish feels that the present application has not addressed design response to local character and achieving flood resilience. We therefore request that it be considered by the TDC Planning Committee.

2018/1858 – 15 Portley Lane

Entrance gates – Appeal against refusal

Comment:

The Parish made the following statutory response to the original application, but it did not appear on the TDC portal. We therefore request that it be included with the material sent to the Planning Inspector with regard to the Appeal.

List w/e 23.02.2018

2018/302: 55 Coulsdon Road – Single-storey side extension replacing garage

No comment

2018/261: 43 Whyteleafe Road – Variation to existing consent (change to external bricks and roof tiles)

No comment

2018/19: 91 Buxton Lane – **deadline 13th March**

Single-storey side and rear extension plus loft conversion inc. 2 rear dormers

No comment

The meeting closed at 3.35pm