

## **CROMER TOWN COUNCIL**

### **Planning, Transportation & Environment Committee Policy**

#### **1. Planning Policy Guidance**

1.1 Cromer Town Council is expected to give responses to planning applications, consultations and appeals occurring in the wards of Cromer Town and Suffield Park in its role as a statutory consultee. The Planning, Transportation & Environment Committee is responsible for giving these responses on behalf of Cromer Town Council.

Responses to Planning applications and appeals will be sent to the authority responsible for making any decision, whether that be North Norfolk District Council, Norfolk County Council (Planning Regulatory Committee), or the Planning Inspectorate.

When considering the response to applications, alongside Cromer Town Council's own policies, Committee members will also consider the North Norfolk District Council's Local Development Framework Plan and the National Planning Policy Framework.

1.2 The Town Council will typically expect the Planning, Transportation & Environment Committee members to meet and discuss any response to Planning Applications.

However, this is sometimes not possible due to the Town Council typically having to give any responses within 21 days following receipt of the application.

Therefore, the Planning, Transportation and Environment Committee have implemented a protocol that enables such applications to be considered out of a meeting setting:

- a. The Planning, Transportation and Environment Committee members are sent notification of the Planning Applications via email.
- b. The members of the Committee will discuss the application via email and attempt to come to a consensus as to the response.
- c. Where a consensus cannot be found, it is possible an extra-ordinary meeting of the Planning, Transportation and Environment Committee will be called (under Standing Order 6) to determine the Town Council's response to the application, or where possible, the views of the members of the Committee will be ascertained at a meeting of the Full Council under the report of the Committee.
- D. Where a consensus has been found, the Clerk to the Council will give the response to the appropriate authority, typically North Norfolk District Council.
- E. The details of the response, and any discussions on the matter via email will be noted at the following meeting of the Committee and detailed in the minutes.

1.3 The Town Council will both enable and encourage the members of the Planning, Transportation and Environmental Committee (subject to the agreement of the Council) to receive training, attend briefings, seminars, workshops and site visits that may help further their understanding of Planning matters.

#### **2. Scope of Policy**

2.1 The conservation of the physical environment.

2.2 The improvement of the physical environment.

2.3 The management of traffic.

2.4 The support of objectives in respect of community, economic and social development.

2.5 This Policy also aims to achieve environmentally sustainable growth, that is, development that meets the needs

of the present without compromising the ability of future generations to meet their own needs.  
The Town Council will support these policies through its planning observations and any of its own proposals.

### **3. Observations**

3.1 This Policy will generally follow North Norfolk District Council guidance in respect of the conservation area.

3.2 To consider proposed development (i.e. New development or alterations) in the context of adjacent properties and the wider conservation area giving consideration to:

- a) High standard of design both traditional and innovative, sympathetic with the character of the area.
- b) Compatibility with the scale, mass and form of adjacent buildings and their settings.
- c) Uses of appropriate materials.
- d) Includes good quality and appropriate landscaping that complements the area.
- e) Does not result in loss of important open space.
- f) Does not result in loss of important features of interest.

### **4. Listed buildings (whether within the conversation area or outside)**

Will give consideration to:

4.1 Necessary alterations being carried out using good quality materials.

4.2 Necessary alterations being carried out should respect the detail and form of the old including scale, design and proportion to the existing building.

### **5. Advertisements, Shop Fascias and Signs**

5.1 Shop fascia (and) signs (including advertisements) should integrate into the character of the building or locality i.e. the display does not appear as an unsympathetic appendage.

Integration can be best achieved with consideration to scale, form, detail, lettering style and colour.

5.2 Illuminated signs should be discreet.

5.3 Support will be given only to signs which do not create inappropriate visual clutter.

### **6. Shop Fronts**

6.1 Designs based on the traditional English shop front (with fascia, vertical divisions and pilasters) are preferred. In the case of a new shop front for a historic building, heritage elements should be respected.

### **7. Use of UPVC**

7.1 Plastic materials in the conservation area and on listed buildings may be strongly resisted.

### **8. Landscaping, Screening, Trees and Hedging**

8.1 Indigenous trees and hedging will be supported in landscaping and screening.

8.2 Generally the Council will not support the removal of mature trees to assist development.

8.3 When development requires the removal of a hedge, it should be replanted wherever possible by a traditional hedging species.

### **9. Impact of the development on Highways and Parking**

9.1 The Council appreciates the problems of on street parking in a seaside town. It will take into consideration any parking problems, which could result from planning applications, and make appropriate observations.

### **10. New Development**

10.1 New development will be supported only when in accordance with the Local Development Framework.

10.2 The Council is concerned about the need for affordable housing. It will give consideration to small-scale development, provided the proposal will meet genuine local needs and where there would be no significant adverse effect on the character of the town, its environment and its surroundings, and the infrastructure and services.

## **11. Development Other Than Housing**

11.1 Such development may be supported in accordance with the development strategy when it supports objectives in respect of community and economic development and provides for management of traffic.

## **12. Amusement Arcades and gambling**

12.1 The Town Council may oppose further amusement arcades or bookmakers where proposed.

## **13 Retention and improvement of facilities and services**

13.1 The Town Council may oppose proposals that result in the loss of important facilities and services. These facilities might be defined as banks, cash machines, post offices, schools, convenience stores, petrol stations, public halls, sports facilities, health and social care facilities, public houses, cinemas or other facilities that contribute to the night time economy.

The Town Council may support proposals that increase the range and viability of such facilities.

## **14. Cycling and Footpaths and pavements**

14.1 Developments that improve upon the existing arrangements may be supported.

## **15. Highways, utilities, Transportation and public realm**

15.1 Besides planning applications, the Committee will liaise with any appropriate authorities or body it sees fit in respect of utility, transportation and the built and natural environment within Cromer for the purposes of advocating for and proposing service and infrastructure improvements, and in assisting to resolve issues that may be impacting on Cromer.

15.2 The Committee will assist Norfolk County Council Highways and transportation departments in terms of identifying problems, and at the discretion of the Council only, assisting with the costs of projects that may benefit Cromer.

Examples of such projects have included the improved grass cutting contract, the accessible crossing point across The Gangway and the improvements at the Bus Terminal off of Prince Of Wales Road.