

ELSTREE and BOREHAMWOOD TOWN COUNCIL

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Fairway Hall,
Brook Close,
Borehamwood,
Herts. WD6 5BT

All Committee Members are hereby summoned to attend a meeting of the
ENVIRONMENT AND PLANNING COMMITTEE

which will be held on

Tuesday 26 September 2017 at 7.00pm

in the Meeting Room at Fairway Hall,
Brook Close, Borehamwood, WD6 5BT

[Meeting Open to Press & Public]

1. **Apologies:** To receive and accept apologies for absence. At the time of agenda despatch, apologies have been received from Cllr E Silver.
2. **Declarations of Interest:** To:
 - a) receive declarations of interest from Councillors on items on the agenda;
 - b) receive written requests for dispensations for declarable interests; and
 - c) grant any requests for dispensation as appropriate.
3. **Minutes:** To confirm and sign the Minutes of the meeting held on 18 July 2017.

- Attached
4. **Planning Applications:** To consider Planning Applications from Hertsmere Borough Council.

- Attached
5. **Planning Decisions:** To receive any decisions reached on applications upon which the Committee submitted comments.

- Attached
6. **CIL Receipts and bids:** To receive update report and Committee strategy.

7. **Allotments:** To consider:
- (i) 2017/18 Allotment Fees queries (verbal report); and
 - (ii) report on Stapleton Gardens site.
8. **Street Furniture and Notice Boards:** To receive update report.
9. **Radlett Neighbourhood Plan:** To note comments on Radlett Neighbourhood Plan (previously circulated to Members).
10. **Grass Cutting Schedule:** To consider position on cutting non Council owned land at Elstree and Borehamwood Railway Station.
11. **Close of Meeting:** To close meeting.



H R O Jones
Town Clerk
18 September 2017

Distribution List:

Name	Organisation	post	e-mail	courier
Cllr C Barker	EBTC		X	
Cllr C Butchins	EBTC		X	X
Cllr R Butler	EBTC		X	
Cllr A Coleshill	EBTC		X	
Cllr V Eni	EBTC		X	
Cllr G Franklin	EBTC		X	X
Cllr Mrs A Mitchell	EBTC		X	
Cllr Mrs S Parnell	EBTC		X	X
Cllr S Rubner	EBTC		X	
Cllr E Silver	EBTC		X	X
Cllr G Silver	EBTC		X	
Cllr Mrs P Strack	EBTC		X	X
Cllr Mrs F Turner	EBTC		X	
Library	Agenda only	X		
Borehamwood & Elstree Times	Agenda only	X		

ELSTREE AND BOREHAMWOOD TOWN COUNCIL

ENVIRONMENT AND PLANNING COMMITTEE

MINUTES of a meeting held in the Meeting Room of Elstree & Borehamwood Town Council Offices, Fairway Hall, Brook Close, Borehamwood on **Tuesday 18 July 2017** at 7.00pm.

Present: Cllr G Franklin (Chairman) (in the Chair)
 Cllr Mrs S Parnell
 Cllr C Butchins
 Cllr Mrs P Strack
 Cllr E Silver

In attendance: H R O Jones – Town Clerk

11. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

There were none.

12. DECLARATIONS OF COUNCILLORS' INTERESTS

There were none.

13. MINUTES OF THE PREVIOUS MEETING

The minutes of the meeting of the Environment and Planning Committee held on 13 June 2017 were signed as a true record by the Chairman.

14. PLANNING APPLICATIONS

A total of 40 applications received from the Borough Council were examined, on 29 of which the Committee had no specific objections to make, subject to the views of neighbours.

17/1010/FUL - Land at 1 and 1a Drayton Road and associated neighbouring premises at 48, 50, 52 and 52A Shenley Rd, Borehamwood

Conversion of the first floor of the existing buildings and construction of a second floor with eleven dormer windows roof lights to accommodate ten new residential units (1 studio apartment, 7 one bed apartments and 2 two bed apartments) with second floor roof terrace; associated refuse and cycle storage; demolition of existing garages at the rear and new parking layout

Observation: At its meeting on 18 July 2017 the Environment and Planning Committee considered the application to be overdevelopment and raised concerns over the availability of adequate parking. It was also felt that family sized unites (3 and 4 bedroom) were required to meet local needs.

[Post Meeting Note: At the time of comment submission, no facility was available to provide online consultee comments. Comments were emailed to the Planning Department].

17/1195/DOC - Ridgehill Housing Association 12 Elstree Way, Borehamwood
Application for approval of details reserved by condition 13 (estate management plan) of planning permission 15/0058/FUL

Observation: At its meeting on 18 July 2017 the Environment and Planning Committee suggested that the nature of conditions could be set out in the application reports - Condition 13 in this case.

[Post Meeting Note: Comments were submitted online through the Consultee comments facility].

17/1126/HSE - 20 Todd Close, Borehamwood WD6 1FT

Conversion of garage to habitable room to include replacing existing garage door with brickwork infill and front window

Observation: At its meeting on 18 July 2017 the Environment and Planning Committee commented that the loss of a garage could have a negative impact on parking provision.

[Post Meeting Note: Comments were submitted online through the Consultee comments facility].

17/1241/HSE - 40 Rutherford Close, Borehamwood WD6 5RZ

Conversion of garage to habitable room, replacing door with a window

Observation: At its meeting on 18 July 2017 the Environment and Planning Committee commented that the loss of a garage could have a negative impact on parking provision.

[Post Meeting Note: Comments were submitted online through the Consultee comments facility].

17/1278/HSE - 49 Melrose Avenue, Borehamwood WD6 2BH

Conversion of garage to habitable room

Observation: At its meeting on 18 July 2017 the Environment and Planning Committee commented that the loss of a garage could have a negative impact on parking provision.

[Post Meeting Note: Comments were submitted online through the Consultee comments facility].

17/1063/FUL - Hemini Complex, Stirling Way, Borehamwood

Rooftop extension to create additional floor to accommodate 9 self-contained flats (3 x studio, 2 x 1 bed, 4 x 2 bed)

Observation: At its meeting on 18 July 2017 the Environment and Planning Committee commented that the land in question, being in an industrial zone, was unsuitable for residential development.

[Post Meeting Note: Comments were submitted online through the Consultee comments facility].

17/1343/FUL - 8a Shenley Road, Borehamwood WD6 1DL

Demolition of existing rear building and construction of replacement building to comprise basement and ground floor for B1 office use, first and second floors comprising C3 2x1 bed residential units and 2x studio apartments with roof terrace and courtyard

Observation: At its meeting on 18 July 2017 the Environment and Planning Committee considered the application to be overdevelopment and raised concerns over the potential effect on the water table as a result of basement development.

[Post Meeting Note: Comments were submitted online through the Consultee comments facility].

17/1358/HSE - 11 Wordsworth Gardens, Borehamwood WD6 2AB

Conversion of garage to habitable room with associated external alterations

Observation: At its meeting on 18 July 2017 the Environment and Planning Committee commented that the loss of a garage could have a negative impact on parking provision.

[Post Meeting Note: Comments were submitted online through the Consultee comments facility].

17/1384/HSE - 53 Coleridge Way, Borehamwood WD6 1AE

Conversion of garage to habitable room

Observation: At its meeting on 18 July 2017 the Environment and Planning Committee commented that the loss of a garage could have a negative impact on parking provision.

[Post Meeting Note: Comments were submitted online through the Consultee comments facility].

17/1326/HSE - 5 Whitehouse Ave, Borehamwood WD6 1HA

Retrospective application for cabin/shed in rear garden

Observation: At its meeting on 18 July 2017 the Environment and Planning Committee commented that retrospective applications were outside the spirit of planning law.

[Post Meeting Note: Comments were submitted online through the Consultee comments facility].

17/1327/HSE - 5 Whitehouse Ave, Borehamwood WD6 1HA

Retrospective application for front porch and raised decking and detached outbuilding in rear garden

Observation: At its meeting on 18 July 2017 the Environment and Planning Committee commented that retrospective applications were outside the spirit of planning law.

[Post Meeting Note: Comments were submitted online through the Consultee comments facility].

15. PLANNING DECISIONS

Details were received of decisions by the Borough Council relating to applications on which the Committee had submitted comments.

16. CIL RECEIPTS AND BIDS

It was reported that a Town Council liaison meeting was taking place on 19 June 2017.

17. ALLOTMENTS

It was RESOLVED that:

Bee Keeping at Melrose Site

- (i) the request from A Nicodemus for beekeeping to be introduced at the Melrose site be approved, in principle, subject to the detailed proposal being submitted to the Town Clerk to assure compliance with the Council's policies and risk assessments;**
- (iii) when the beekeeping activity was confirmed, the cost of up to two hives be met by the Town Council; and**

Stapleton Gardens

- (iii) the Official Opening of Stapleton Gardens Allotment site be set for 10 September 2017 at 1.00pm.**

18. WAR MEMORIALS, STREET FURNITURE AND NOTICE BOARDS

Members received the Clerk's update report.

It was RESOLVED that:

War Memorials

- (i) **Borehamwood British Legion be provided with details of Hertfordshire County Council representatives from whom to obtain permits for installing poppy wreath fittings at the Borehamwood War Memorial site (with support offered of up to £100 to meet the costs of the work, if agreed); and**

Notice Boards

- (ii) **Rev T Warr (All Saints Church) be invited to meet the Town Clerk to discuss the possibility of erecting a noticeboard at or near the church on Shenley Road.**

19. COUNCIL WARDEN

Members received the Clerk's update report.

20. CLOSE OF MEETING

The Meeting closed at 8.00 pm.

It was noted that the next Environment and Planning Committee was scheduled to take place on 26 September 2017 at 7.00 pm in the Meeting Room, Town Council Offices.

Date:.....

CHAIRMAN.....

ELSTREE AND BOREHAMWOOD TOWN COUNCIL
ENVIRONMENT AND PLANNING COMMITTEE: 26 September 2017
Planning Applications from Hertsmere Borough Council

- 17/1401/FUL Elstree Lawns Nursing Home, Barnet Lane, Elstree
Demolition of existing residential care home and the erection of a two storey residential development with accommodation in the roof and basement level, comprising 4 x 2 bed and 6 x 3 bed flats with basement parking, bin store and associated landscaping
- 17/1314/HSE 10 Barkston Path, Borehamwood WD6 5BB
Retrospective application for conversion of loft to habitable room incorporating hip to gable roof alteration with one front rooflight and a rear dormer window (revised)
- 17/1434/FUL 29 Lullington Garth, Borehamwood WD6 2HD
demolition of existing dwelling and detached garage and erection of replacement 2 storey, detached 6 bed dwelling to include habitable loft accommodation with a front dormer window and rooflights to all elevations
- 17/1476/HSE 20 Wordsworth Gardens, Borehamwood WD6 2AH
Conversion of garage to habitable room and erection of single storey rear extension and canopy following removal of existing conservatory
- 17/1475/FUL BBC Elstree Centre, Clarendon Road, Borehamwood
Erection of new scenery trolley canopy and replacement cycle canopy
- 17/1426/HSE 1 Ayot Path, Borehamwood WD6 5BJ
Erection of single storey front and side extension
- 17/1495/PD42 19 Cardinal Avenue, Borehamwood WD6 1EN
Single storey rear extension
- 17/1353/HSE 37 Stevenage Crescent, Borehamwood WD6 4NS
Demolition of existing outbuilding; erection of single storey rear extension and retrospective permission for new front porch
- 17/1480/FUL Flat 1 Bergman Court, Studio Way, Borehamwood
Removal of ground floor bedroom window and installation of a glass door
- 17/1485/HSE 4 Cromwell Road, Borehamwood WD6 4LW
Erection of first floor side extension and loft conversion incorporating hip to gable roof alteration to include insertion of front and rear rooflights (revised application)

ELSTREE AND BOREHAMWOOD TOWN COUNCIL
ENVIRONMENT AND PLANNING COMMITTEE: 26 September 2017
Planning Applications from Hertsmere Borough Council Continued

- 17/1396/FUL 6 Elstree Way, Borehamwood WD6 1RN
Proposed new hard standing for 4 parking spaces to western end of existing forecourt
- 17/1514/HSE 17 Lullington Garth, Borehamwood WD6 2HD
Single storey rear extension; conversion of loft into habitable room with rear dormer and 2 front rooflights; alterations to two storey side extension roof and changes to side elevation fenestration
- 17/1479/FUL 304 Shenley Road, Borehamwood WD6 1TT
Temporary change of use to a sales centre to support the residential development at the former Hertswood Academy for a period of 4 years
- 17/1520/HSE 1 Delamere Road, Borehamwood WD6 5AG
Erection of single storey side extension following removal of existing detached storage room
- 17/1500/FUL 9 Grove Road, Borehamwood WD6 5DU
Erection of 2 storey side and rear extension, conversion of loft to habitable room with rear dormer to facilitate conversion of single dwelling to 3 x 2 bed flats, with access and parking
- 17/1499/FUL 23 Eldon Avenue, Borehamwood WD6 1NL
Installation of two sets of French doors to rear elevation to replace the door and window to kitchen & window to bedroom
- 17/1325/HSE 115 Hillside Ave, Borehamwood WD6 1HH
Demolition of existing outbuildings and erection of single storey side and rear extensions and rear basement excavation
- 17/1529/HSE 117 Hillside Ave, Borehamwood WD6 1HH
Conversion of loft to habitable room with insertion of rear dormer, 3 front roof lights and removal of chimney
- 17/1547/HSE 6 Wordsworth Gardens, Borehamwood WD6 2AH
Retrospective application for erection of detached outbuilding in rear garden
- 17/1545/HSE 6 Langdale Terrace, Manor Way, Borehamwood
Erection of part single, part two storey side extension

ELSTREE AND BOREHAMWOOD TOWN COUNCIL
ENVIRONMENT AND PLANNING COMMITTEE: 26 September 2017
Planning Applications from Hertsmere Borough Council Continued

- 17/1556/HSE 5 Lullington Garth, Borehamwood WD6 2HD
Single storey front extension, 2 storey side extension, part single part two store rear extension with associated roof alterations (revised application)
- 17/1570/OUT Land to the rear of The Wellington Public House, Theobald Street, Borehamwood
Erection of two storey detached building comprising 6 flats (5x1 bed and 1 x 2 bed). Outline Application to include access, appearance, layout and scale with landscaping reserved
- 17/1477/FUL 191-195 Shenley Road, Borehamwood
Erection of first floor infill extensions to include alterations to existing flats, enclosure of external staircase and creation of 1 bed flat
- 17/1588/ADV Borehamwood Shopping Park, Theobald Street, Borehamwood
Installation of 2 internally illuminated fascia signs (Advertisement Consent)
- 17/1564/PD42 7 Dunnock Close, Borehamwood WD6 2EL
Single storey rear extension
- 17/1526/FUL Unit 5 Keystone Passage, Shenley Rd, Borehamwood
Change of use from vacant first floor unit within a shopping complex (mainly Class A1 – shops to ground floor and Class D1 to first floor) to a Community Hall, Class D1 – non residential institutions (no proposed changes to the exterior/elevations of the building)
- 17/1612/HSE 51 The Rise, Elstree WD6 3JS
Single storey front extension & conversion of garage into habitable room, replacing garage door with a window
- 17/1607/HSE 52A Sullivan Way, Elstree WD6 3DJ
Conversion of loft to habitable room with hip to gable roof alterations, rear dormer and insertion of 3 front roof lights
- 17/1623/HSE 6 Beech Drive, Borehamwood WD6 4QU
Erection of first floor front and side extension and part single part 2 storey rear extension
- 17/1627/HSE 36 Tennison Avenue, Borehamwood WD6 2BE
Demolition of garage and existing rear extension and construction of replacement single storey side and rear extension, new decked patio

ELSTREE AND BOREHAMWOOD TOWN COUNCIL
ENVIRONMENT AND PLANNING COMMITTEE: 26 September 2017
Planning Applications from Hertsmere Borough Council Continued

- 17/1521/FUL 36 The Rise, Elstree, WD6 3JT
Demolition of existing detached outbuilding and erection of detached 2 storey, 2 bed dwelling with car parking and new vehicle access via Bishops Avenue
- 17/1605/FUL WM Morrison Supermarkets Plc, Stirling Way, Borehamwood
Erection of Portakabin and canopy for car valeting service
- 17/1606/ADV WM Morrison Supermarkets Plc, Stirling Way, Borehamwood
Installation of 5 non-illuminated fascia signs and 4 non-illuminated hordings (Advertisement Consent)
- 17/1631/FUL Land to the rear of 52 Stratfield Road, Badminton Close
Borehamwood
Construction of 3 storey residential unit comprising 2 x 2 bed and 1 x 1 bed with associated parking & landscaping bin & bike storage
- 17/1603/HSE 13 Elmwood Ave, Borehamwood WD6 1SY
Demolition of existing conservatory and erection of part single part two storey rear extension, first floor side extension & conversion of loft into habitable room with extension to existing roof, rear dormer and Juliet balcony & 1 front roof light
- 17/1635/PD42 34 Alban Crescent, Borehamwood WD6 5JF
Single storey rear extension
- 17/1638/FUL 64 Park Crescent, Elstree WD6 3PU
Demolition of existing house and construction of replacement detached 6 bed dwelling to include accommodation in the roof space
- 17/1653/HSE 33 Hartfield Avenue, Elstree WD6 3JB
First floor side and rear extension
- 17/1661/HSE 13 Cardinal Avenue, Borehamwood WD61EN
Erection of part single, part 2 storey rear extension following removal of existing conservatory
- 17/1650/HSE 8 Allum Lane, Elstree WD6 3PL
Installation of ensuite to first floor master bedroom; loft conversion to include insertion of 3 rooflights to side elevation
- 17/1646/ADV 76 Shenley Road, Borehamwood WD6 1EH
Installation of 1 internally illuminated fascia sign
- 17/1645/FUL 76 Shenley Road, Borehamwood WD6 1E
Change of use from D1 (chiropodist) to A3 (café)

ELSTREE AND BOREHAMWOOD TOWN COUNCIL
ENVIRONMENT AND PLANNING COMMITTEE: 26 September 2017
Planning Applications from Hertsmere Borough Council Continued

- 17/1652/HSE 17 Thornbury Gardens, Borehamwood WD6 1RB
Erection of single storey front extension and part single,
part 2 storey side and rear extensions
- 17/1680/VOC 82 Deacons Hill Road, Elstree WD6 3JQ
Variation of condition 2 to amend roof design following
grant of planning permission 15/0672/HSE
- 17/1366/PD56 1 Elstree Way, Borehamwood WD6 1RN
Change of use from office (B1) to residential (C3)
- 17/1596/FUL Hertswood School, Thrift Farm Lane, Borehamwood
Installation of electricity sub-station
- 17/1699/HSE 24 Robeson Way, Borehamwood WD6 5RY
Erection of single storey rear extension; enclosure of
existing porch
- 17/1361/HSE 99 Cowley Hill, Borehamwood WD6 5NA
First floor rear extension, increase ridge height to facilitate
conversion of loft to habitable room with new rear dormer
- 17/1718/HSE 63 Hackney Close, Borehamwood WD6 2SL
Erection of 2 storey rear extension following removal of
existing conservatory
- 17/1674/FUL Marston, High Street, Elstree
Demolition of existing dwelling & erection of one pair of
3 bed semi-detached dwellings with associated car parking
and landscaping
- 17/1709/HSE 74 Theobald Street, Borehamwood WD6 4SU
Erection of fence to side and rear of property (retrospective)
- 17/1711/VOC 2 Lands End, Elstree WD6 3DL
Variation of condition 2 attached to planning permission
16/2203/FUL to amend the approved plans to extend the
multifunction room/garage wing at ground floor level to
accommodate a larger plant room and garage
- 17/1705/FUL 4 Park Crescent, Elstree WD6 3PU
Demolition of existing dwelling and erection of replacement
2 storey detached 6 bed dwelling with habitable loft
accommodation to include insertion of rooflights to both side
elevation and 2 rear dormer windows

ELSTREE AND BOREHAMWOOD TOWN COUNCIL
ENVIRONMENT AND PLANNING COMMITTEE: 26 September 2017
Planning Applications from Hertsmere Borough Council Continued

- 17/1757/FUL Crosskeys Barnet Lane, Elstree
Demolition of existing dwelling and erection of replacement 2 storey detached, 5 bed dwelling to include integral double garage & swimming pool
- 17/1801/HSE 49 Bullhead Road, Borehamwood WD6 1HP
Conversion of garage to habitable room, first floor side extension and single storey rear extension
- 17/1804/HSE 8 Tilehouse Close, Borehamwood WD6 4AS
Erection of front porch
- 17/1805/HSE 16 Oakwood Ave, Borehamwood WD6 1SR
Conversion of garage to habitable room with installation of new front window
- 17/1773/HSE 11 May Gardens, Elstree WD6 3RZ
Conversion of loft to habitable room to include three side dormers with two side rooflights, five side rooflights to facing roofslope, two new front windows at second floor level, one new front window at first floor level and one new rear window at second floor level
- 17/1780/HSE 1 Watling Street, Elstree WD6 3EG
Single storey side extension
- 17/1813/HSE 16 Manor Way, Borehamwood WD6 1QQ
Erection of front garden wall, timber fence panels, electronic gate and piers
- 17/1700/HSE 10 Deacons Close, Elstree, WD6 3HX
Erection of single storey rear infill extension
- 17/1703/ADV Gasworks Station Road, Borehamwood
Installation of internally illuminated hoarding to advertise approved residential development (Application for Advertisement Consent)
- 17/1821/PD42 4 Markham Close, Borehamwood WD6 4PQ
Single storey rear extension
- 17/1657/HSE 10 Oakwood Avenue, Borehamwood WD6 1SR
Erection of first floor side extension and part single, part 2 storey extension
- 17/1820/HSE 34 Park Crescent, Elstree WD6 3PU
Single storey rear extension

Notifications of Planning Decisions from Hertsmere Borough Council

Application No	Decision	Description
17/1051/HSE	Grant Permission	94 Sullivan Way, elstree WD6 3DJ Construction of detached outbuilding at rear of property with rear access, new front boundary wall with brick piers and gate with associated landscaping to facilitate dropped kerb
17/1103/FUL	Grant Permission	183 Balmoral Drive, Borehamwood WD6 2QP Removal of existing rear extension and erection of part single, part two storey rear extension to facilitate conversion of existing house to 2 x 1 bed flats (Revised Application)
17/0731/FUL	Grant Permission	Unit 420 Centennial Park, Elstree WD6 3TN Retrospective application for extraction duct
17/0747/ADV	Refuse Permission	Unit 6 Stirling Industrial Centre, Stirling Way Borehamwood WD6 2BT Retrospective application for the installation of a freestanding non-illuminated sign (Application for Advertisement Consent)
17/1126/HSE	Grant Permission	20 Todd Close, Borehamwood WD6 1FT Conversion of garage to habitable room to include replacing existing garage door with brickwork infill and new front window
17/1278/HSE	Grant Permission	49 Melrose Avenue, Borehamwood WD6 2BH Conversion of garage to habitable room and alterations to windows and doors on rear side elevation
17/1107/HSE	Grant Permission	84 Stapleton Road, Borehamwood WD6 5BW Erection of front garden walls and railings (retrospective application) Amended plans received 8.8.17 – reduction of pier height to 1.5m, wall height at 1m with additional tall dense planting
17/0945/HSE	Refuse Permission	173 Aycliffe Road, Borehamwood WD6 4AU Insertion of front dormer window into existing habitable loft space

Notifications of Planning Decisions from Hertsmere Borough Council

17/1384/HSE	Grant Permission	53 Coleridge Way, Borehamwood WD6 2AE Conversion of garage to habitable room
17/1358/HSE	Grant Permission	11 Wordsworth Gdns, Borehamwood WD6 1AB Conversion of garage to habitable room with associated external alterations
17/1326/HSE	Grant Permission	5 Whitehouse Avenue, Borehamwood WD6 1HA Retrospective application for cabin/shed in rear garden
17/1327/HSE	Grant Permission	5 Whitehouse Avenue, Borehamwood WD6 1HA Retrospective application for front porch and raised decking and detached outbuilding in rear garden
17/1410/FUL	Approved	Multi sport courts at rear of Brook Road Car Park Brook Road, Borehamwood change of use of part of multi sport courts to temporary public car park to provide an additional 62 spaces for a period of two years