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**Item No:** 7.3

**Application:** 231661

**Applicant:** Colchester City Council

**Agent:** Mike Polom

**Proposal:** Replace the existing information board with a smart locker installation and interpretation board in the form of a vinyl covering on locker (revised description)

**Location:** Car Park To North, Napier Road, Colchester

**Ward:** New Town & Christ Church

**Officer:** Mr Daniel Cooper

**Recommendation:** **Approval Subject to a further application for advert consent**

## **1.0 Reason for Referral to the Planning Committee**

1.1 This application is referred to the Planning Committee for reasons of transparency as the applicant is Colchester City Council.

## **2.0 Synopsis**

2.1 The key issues for consideration are the impact on the street scene and character of the area as well as impact on the Conservation Area. The application seeks consent for the replacement of existing information board with a smart locker and interpretation board in the form of a vinyl covering around the locker.

2.2 The application is subsequently recommended for Approval.

## **3.0 Site Description and Context**

3.1 The site is located within the entrance area of the Napier Road car park where there is existing street furniture such as a litter bin, small junction box, lamp post, ticket machine and information board (to be replaced).

3.2 The site is located within the Garrison Conservation Area and there are no Listed Buildings affected by the proposal. The site is also located on the fringe of the Roman Circus which is a designated Scheduled Monument.

## **4.0 Description of the Proposal**

4.1 This application seeks consent for the replacement of an existing information board within the entrance area of Napier Road car park with a smart locker and interpretation board in the form of a vinyl covering around the lockers.

4.2 The footprint of the proposed locker is 1500mm by 500mm. Height = 2000mm, width = 1500mm and depth = 500mm.

## **5.0 Land Use Allocation**

5.1 Public car park

## **6.0 Relevant Planning History**

6.1 101809 – Creation of public car park containing 85 spaces.

## **7.0 Principal Policies**

7.1 Planning law requires that applications for planning permission must be determined in accordance with the development plan, unless material considerations indicate otherwise. The National Planning Policy Framework (NPPF) must be taken into account in planning decisions and is a material consideration, setting out national planning policy. Colchester's Development Plan is in accordance with these national policies and is made up of several documents as follows below.

7.2 Local Plan 2017-2033 Section 1

The shared Section 1 of the Colchester Local Plan covers strategic matters with cross-boundary impacts in North Essex. This includes a strategic vision and policy for Colchester. The Section 1 Local Plan was adopted on 1

February 2021. The following policies are considered to be relevant in this case:

- SP1 Presumption in Favour of Sustainable Development
- SP7 Place Shaping Principles

### 7.3 Local Plan 2017-2033 Section 2

Section 2 of the Colchester Local Plan was adopted in July 2022. The following policies are of relevance to the determination of the current application:

ENV1 Environment  
DM5 Tourism, leisure, Culture and Heritage  
DM15 Design and Amenity  
DM16 Historic Environment

7.4 The site is not within a Neighbourhood plan area.

7.5 Regard should also be given to the following adopted Supplementary Planning Documents (SPD):

The Essex Design Guide  
External Materials in New Developments  
Open Space, Sport and Recreation

## 8.0 Consultations

8.1 The stakeholders who have been consulted and who have given consultation responses are as set out below. More information may be set out on our website. There have been no objections to the proposal.

### 8.2 Highways

The Highway Authority does not object to the proposals as submitted.  
Informative1: All work within or affecting the highway is to be laid out and constructed by prior arrangement with and to the requirements and specifications of the Highway Authority; all details shall be agreed before the commencement of works.

8.3 **Environmental Protection** – No comments

8.4 **Heritage** – No objections following team consultations.

8.5 **Historic England** – No objections

### 8.6 Archaeological Officer

The site concerned is archaeologically sensitive, and all previous groundworks on the site have been subject to archaeological monitoring. Although it is likely that the groundworks associated will be relatively minimal, and may be within an area which has been disturbed previously, it would be appropriate for a similar monitoring condition to be applied.

There are no grounds to consider refusal of permission in order to achieve preservation in situ of any important heritage assets. However, in accordance with the National Planning Policy Framework (Paragraph 205), any permission granted should be the subject of a planning condition to record and advance understanding of the significance of any heritage asset before it is damaged or destroyed.

The imposition of an archaeological condition for archaeological investigation is recommended together with a relevant informative.

**Officer Note** – The applicant has agreed to the above pre-commencement condition.

## **9.0 Parish Council Response**

9.1 The site is not located within a Parish area.

## **10.0 Representations from Notified Parties**

10.1 The application resulted in a number of notifications to interested third parties including neighbouring properties. The full text of all of the representations received is available to view on the Council's website. However, a summary of the material considerations is given below.

10.2 No objections have been received.

## **11.0 Parking Provision**

11.1 The proposal will not affect the parking provision within the car park and will not impact any existing parking nearby.

## **12.0 Accessibility**

12.1 Officers are mindful that the proposal will result in a new (albeit) replacement structure in the highway however, given the location and that it is a replacement structure, impact on accessibility is considered to be minimal.

## **13.0 Planning Obligations**

13.1 This application is not classed as a "Major" application and therefore there was no requirement for it to be considered by the Development Team and it is considered that no Planning Obligations should be sought via Section 106 (s.106) of the Town and Country Planning Act 1990.

## **14.0 Report**

14.1 The main issues in this case are:

- The Principle of Development
- Design and Layout
- Impact on the Surrounding Area
- Highway Safety

14.2 The applicant states that the purpose of the locker is to provide a drop-off and pick-up point for shopping from City centre businesses, delivered by electric

cargo bike and collected by customers parking in Napier Road North and South car parks, and those living in the immediate vicinity.

- 14.3 This will reduce the amount of vehicles travelling in the City centre and air quality management area thus improving air quality and reducing congestion, in turn potentially increasing customer dwell time in the City.
- 14.4 The smart locker materials will be steel and wrapped in vinyl of a colour sympathetic to the Conservation Area and other heritage assets. It should be noted however, content of the interpretation board element is yet to be agreed so will be conditioned to be submitted at a later date.
- 14.5 It should also be noted that the content of the vinyl covering will require advertisement consent which needs to be applied for separately. An application for this has yet to be submitted at time of writing this report.
- 14.6 Given that this proposal will replace an existing interpretation board, there will be no additional clutter to the street scene and will provide an up-to-date board as well as smart lockers that provide a positive service supporting sustainable methods of transport and the use of the City centre. This is supported by adopted local policy.
- 14.7 Further to officer discussions and team meetings, impact on heritage assets are considered minimal and acceptable.
- 14.8 Impact on the wider street scene is considered minor and acceptable. The location is within the entrance of an existing car park with associated street furniture and parked vehicles. As such, the addition of a smart locker and vinyl covering will result in minimal additional visual impact. To the wider street scene and character of the area.
- 14.9 The hard standing where the locker will be located provides ample space for customers to stand and use the locker without overspill into the roadway and/or the car park entrance and exit. Use of the locker will therefore result in minimal impact to the area.
- 14.10 As can be seen from the site plan, there are no nearby residential dwellings that will be affected by the proposal therefore, there will be no impact on neighbour amenities.

## **15.0 Conclusion**

15.1 To summarise, impacts on the Conservation Area, street scene character and use of the car park are considered to be minimal and acceptable and outweighed by the public benefits. Impact on the highway regarding access to the car park and the usage of the locker is considered to be minimal, safe and acceptable. The proposal also promotes sustainable means of transport and convenient and longer use of the City centre.

## **16.0 Recommendation to the Committee**

16.1 The Officer recommendation to the Committee is for:

APPROVAL of planning permission subject to the conditions set out below, and to delegate authority to the Head of Service to determine any subsequent related application for advertisement consent associated with the development hereby approved.

**1. ZAA - Time Limit for Full Permissions**

The development hereby permitted shall be begun before the expiration of three years from the date of this permission.

Reason: To comply with the requirements of Section 91 of the Town and Country Planning Act 1990, as amended by the Planning and Compulsory Purchase Act 2004.

**2. ZAM - \*Development to Accord With Approved Plans\***

The development hereby permitted shall be carried out in accordance with the details shown on the submitted Drawings referenced 01 and 02 dated 4<sup>th</sup> August 2023 and drawings labelled Location Plan and Site Plan received 25<sup>th</sup> July 2023..

Reason: For the avoidance of doubt as to the scope of this permission and in the interests of proper planning.

**3. ZBB - Materials As Stated in Application**

The materials to be used shall be those specified on the submitted application form and drawings, unless otherwise agreed, in writing, by the Local Planning Authority.

Reason: To ensure that materials are of an acceptable quality appropriate to the area.

**4. Z00 – Archaeological**

No works shall take place until the implementation of a programme of archaeological work has been secured, in accordance with a Written Scheme of Investigation that has been submitted to and approved, in writing, by the Local Planning Authority.

The scheme shall include an assessment of significance and research questions; and:

- a. The programme and methodology of site investigation and recording.
- b. The programme for post investigation assessment.
- c. Provision to be made for analysis of the site investigation and recording.
- d. Provision to be made for publication and dissemination of the analysis and records of the site investigation.
- e. Provision to be made for archive deposition of the analysis and records of the site investigation.
- f. Nomination of a competent person or persons/organisation to undertake the works.

The site investigation shall thereafter be completed prior to development, or in such other phased arrangement, as agreed, in writing, by the Local Planning Authority. The development shall not be occupied or brought into use until the site investigation and post investigation assessment has been completed in accordance with the programme set out in the Written Scheme of Investigation approved and the provision made for analysis, publication and dissemination of results and archive deposition has been secured.

Reason: To safeguard archaeological assets within the approved development boundary from impacts relating to any groundworks associated with the development scheme and to ensure the proper and timely investigation, recording, reporting and presentation of archaeological assets affected by this development, in accordance Colchester Local Plan 2017-2033 policy DM16 and the Colchester Borough Adopted Guidance titled Managing Archaeology in Development (2015).

## **19.1 Informatives**

19.1 The following informatives are also recommended:

### **ZT0 – Advisory Note on Construction & Demolition**

The developer is referred to the attached advisory note *Advisory Notes for the Control of Pollution during Construction & Demolition Works* for the avoidance of pollution during the demolition and construction works. Should the applicant require any further guidance they should contact Environmental Control prior to the commencement of the works.

### **INS – Highways**

All work within or affecting the highway is to be laid out and constructed by prior arrangement with and to the requirements and specifications of the Highway Authority; all details shall be agreed before the commencement of works.

### **INS – Archaeology**

PLEASE NOTE The submitted scheme of archaeological investigation should be in accordance with an agreed brief. This can be procured beforehand by the developer from Colchester Borough Council. Please see the Council's website for further information: <http://www.colchester.gov.uk>

### **INS – Advert Consent**

The applicant is advised that this consent relates to the smart locker only. Any contents of the vinyl covering is classed as an advertisement and will accordingly require a separate application for advertisement consent. As such, the vinyl covering and contents of which must not be 'erected' until advertisement consent has been granted.

### **ZTB - Informative on Any Application With a Site Notice**

PLEASE NOTE that a site notice was erected in a publicly visible location at the site. Colchester City Council would appreciate your co-operation in taking the site notice down and disposing of it properly, in the interests of the environment.