

# Agenda

www.oxford.gov.uk



## East Area Planning Committee

Date: **Tuesday 3 April 2012**

---

Time: **6.00 pm**

---

Place: **The Old Library, Town Hall**

---

For any further information please contact:

**Mathew Metcalfe, Democratic Services Officer**

Telephone: 01865 252214

Email: [mmetcalfe@oxford.gov.uk](mailto:mmetcalfe@oxford.gov.uk)

---

If you would like help to understand this document please call Mathew Metcalfe, Democratic Services Officer on or email [mmetcalfe@oxford.gov.uk](mailto:mmetcalfe@oxford.gov.uk) in advance of the meeting.

# East Area Planning Committee

## Membership

<b>Chair</b>	<b>Councillor Roy Darke</b>	Headington Hill and Northway;
<b>Vice-Chair</b>	<b>Councillor David Rundle</b>	Headington;
	<b>Councillor Stephen Brown</b>	Carfax;
	<b>Councillor Mary Clarkson</b>	Marston;
	<b>Councillor Van Coulter</b>	Barton and Sandhills;
	<b>Councillor Jean Fooks</b>	Summertown;
	<b>Councillor Bryan Keen</b>	Cowley;
	<b>Councillor Gill Sanders</b>	Littlemore;
	<b>Councillor Dick Wolff</b>	St. Mary's;

### HOW TO OBTAIN AGENDA

In order to reduce the use of resources, our carbon footprint and our costs we will no longer produce paper copies of agenda over and above our minimum internal and Council member requirement. Paper copies may be looked at the Town Hall Reception and at Customer Services, St Aldate's and at the Westgate Library

A copy of the agenda may be:-

- Viewed on our website – [mycouncil.oxford.gov.uk](http://mycouncil.oxford.gov.uk)
- Downloaded from our website
- Subscribed to electronically by registering online at [mycouncil.oxford.gov.uk](http://mycouncil.oxford.gov.uk)
- Sent to you in hard copy form upon payment of an annual subscription.

# AGENDA

		Pages
1	<b>APOLOGIES FOR ABSENCE AND SUBSTITUTIONS</b>	
2	<b>DECLARATIONS OF INTEREST</b>  Councillors serving on the Committee are asked to declare any personal or prejudicial interests they may have in any of the following items.	
3	<b>RISINGHURST COMMUNITY CENTRE, KILN LANE, OXFORD - 12/00259/CT3</b>  The Head of City Development has submitted a report detailing an application for external alterations consisting of renewal of roof coverings, replacement windows and doors, and new entrance canopy.  Officer recommendation: Approve subject to conditions.	1 - 4
4	<b>HEADINGTON PREPARATORY SCHOOL, 26 LONDON ROAD, OXFORD - 11/02528/FUL</b>  The Head of City Development has submitted a report which details a planning application for the construction of two storey entrance foyer. Single storey extension to form kitchen. First floor extension to provide store and teaching space. Two storey extension to provide cloakroom. New entrance lobby at rear with canopy over library. (Amended plans)  Officer recommendation: Approve subject to conditions.	5 - 16
5	<b>169 AND TEMPLE COWLEY UNITED REFORMED CHURCH HALL, OXFORD ROAD, OXFORD - 12/00281/VAR</b>  The Head of City Development has submitted a report which details a planning application for the variation of condition 4 of planning permission 05/02333/FUL to allow occupation of two warden flats by ex-homeless persons.  Officer recommendation: Approve subject to conditions.	17 - 24
6	<b>77 SANDFIELD ROAD, OXFORD - 12/00077/FUL</b>  The Head of City Development has submitted a report which details a planning application for the erection of single and two storey side, front and rear extensions and alteration to roof. Sub-division to form two bedroom dwelling provision of parking to front.	25 - 34

Officer recommendation: Approve subject to conditions.

## **7 PLANNING APPEALS**

35 - 42

To receive information on planning appeals received and determined during January and February 2012.

The Committee is asked to note this information.

## **8 FORTHCOMING PLANNING APPLICATIONS**

These items are for information only and are not for discussion or determination at this meeting.

- (1) Former Dominion Oils Site, Railway Lane, Oxford – 11/02189/OUT – Outline application (seeking access and layout) for residential redevelopment of site including the erection of 78 flats and houses comprising 3x5 bedroom houses, 4x4 bed houses, 32x3 bed houses, 20x2 bed houses and 13x1 bed houses and 6x2 bed houses. Access road, footpaths and car parking.
- (2) Land between 38 and 40 Cardinal Close, Oxford – 11/03011/CT3 – Outline application for the erection of 3x3 bed units with associated parking and bin storage (all matters reserved) (amended description).
- (3) Garage court adjoining 102 Leiden Road, Oxford – 11/03012/CT3 – Outline permission for demolition of garage block. Erection of 3x3 bed units with associated parking and bin store.
- (4) Temple Court Business Centre, 107 Oxford Road, Oxford – 11/02960/FUL – Conversion of offices to form 6 flats (2x3 bed, 3x2 bed and 1x1 bed) and 1x3 bed house, gardens, car parking, cycle parking, refuse storage and landscaping.
- (5) 10 Stephen Road, Oxford – 12/00036/EXT – Application to extend the time limit for implementation of planning permission 08/01961/FUL (Demolition of existing property to create 4x3 bed houses, 3x1 bed apartments and 1x2 duplex apartment. On plot car parking. Retention of existing commercial unit and parking at rear).
- (6) Part Manzil Way Gardens and 205 Cowley road, Oxford – 12/00028/VAR – Variation of condition 3 of planning permission 09/00731/FUL to allow student accommodation to be occupied by students in full time education of one academic year or more.

## **9 MINUTES**

43 - 46

Minutes of the meeting held on 7<sup>th</sup> March 2012.

## **10 DATES OF FUTURE MEETINGS**

Tuesday 29 May 2012  
Tuesday 12 June 2012 (and 14 June if necessary)  
Tuesday 3 July 2012 (and 5 July if necessary)  
Tuesday 14 August 2012 (and 16 August if necessary)  
Tuesday 4 September 2012 (and 6 September if necessary)  
Tuesday 9 October 2012 (and 11 October if necessary)  
Tuesday 6 November 2012 (and 8 November if necessary)  
Tuesday 4 December 2012 (and 6 December if necessary)  
Tuesday 8 January 2013 (and 10 January if necessary)  
Tuesday 5 February 2013 (and 12 February if necessary)  
Tuesday 5 March 2013 (and 7 March if necessary)  
Tuesday 16 April 2013 (and 23 April 2013 if necessary)  
Tuesday 7 May 2013 (and 9 May if necessary)

## **DECLARING INTERESTS**

What is a personal interest?

You have a personal interest in a matter if that matter affects the well-being or financial position of you, your relatives or people with whom you have a close personal association more than it would affect the majority of other people in the ward(s) to which the matter relates.

A personal interest can affect you, your relatives or people with whom you have a close personal association positively or negatively. If you or they would stand to lose by the decision, you should also declare it.

You also have a personal interest in a matter if it relates to any interests, which you must register.

### **What do I need to do if I have a personal interest?**

You must declare it when you get to the item on the agenda headed “Declarations of Interest” or as soon as it becomes apparent to you. You may still speak and vote unless it is a prejudicial interest.

If a matter affects a body to which you have been appointed by the authority, or a body exercising functions of a public nature, you only need declare the interest if you are going to speak on the matter.

### **What is a prejudicial interest?**

You have a prejudicial interest in a matter if;

- a) a member of the public, who knows the relevant facts, would reasonably think your personal interest is so significant that it is likely to prejudice your judgment of the public interest; and
- b) the matter affects your financial interests or relates to a licensing or regulatory matter; and
- c) the interest does not fall within one of the exempt categories at paragraph 10(2)(c) of the Code of Conduct.

### **What do I need to do if I have a prejudicial interest?**

If you have a prejudicial interest you must withdraw from the meeting. However, under paragraph 12(2) of the Code of Conduct, if members of the public are allowed to make representations, give evidence or answer questions about that matter, you may also make representations as if you were a member of the public. However, you must withdraw from the meeting once you have made your representations and before any debate starts.

## **CODE OF PRACTICE FOR DEALING WITH PLANNING APPLICATIONS AT AREA PLANNING COMMITTEES AND PLANNING REVIEW COMMITTEE**

Planning controls the development and use of land in the public interest. Applications must be determined in accordance with the Council's adopted policies, unless material planning considerations indicate otherwise. The Committee must be conducted in an orderly, fair and impartial manner.

The following minimum standards of practice will be followed. A full Planning Code of Practice is contained in the Council's Constitution.

1. All Members will have pre-read the officers' report. Members are also encouraged to view any supporting material and to visit the site if they feel that would be helpful
2. At the meeting the Chair will draw attention to this code of practice. The Chair will also explain who is entitled to vote.
3. The sequence for each application discussed at Committee shall be as follows:-
  - (a) the Planning Officer will introduce it with a short presentation;
  - (b) any objectors may speak for up to 5 minutes in total;
  - (c) any supporters may speak for up to 5 minutes in total;

(Speaking times may be extended by the Chair, provided that equal time is given to both sides. Any non-voting City Councillors and/or Parish and County Councillors who may wish to speak for or against the application will have to do so as part of the two 5-minute slots mentioned above;

  - (d) voting members of the Committee may raise questions (which shall be directed via the Chair to the lead officer presenting the application, who may pass them to other relevant Officer/s and/or other speaker/s); and
  - (e) voting members will debate and determine the application.
4. Members of the public wishing to speak must send an e-mail to [planningcommittee@oxford.gov.uk](mailto:planningcommittee@oxford.gov.uk) before 10.00 am on the day of the meeting giving details of your name, the application/agenda item you wish to speak on and whether you are objecting to or supporting the application (or complete a 'Planning Speakers' form obtainable at the meeting and hand it to the Democratic Services Officer or the Chair at the beginning of the meeting)
5. All representations should be heard in silence and without interruption. The Chair will not permit disruptive behaviour. Members of the public are reminded that if the meeting is not allowed to proceed in an orderly manner then the Chair will withdraw the opportunity to address the Committee. The Committee is a meeting held in public, not a public meeting,
6. Members should not:-
  - (a) rely on considerations which are not material planning considerations in law;
  - (b) question the personal integrity or professionalism of officers in public;
  - (c) proceed to a vote if minded to determine an application against officer's recommendation until the reasons for that decision have been formulated; and
  - (d) seek to re-design, or negotiate amendments to, an application. The Committee must determine applications as they stand and may impose appropriate conditions.