

Agenda

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East Area Planning Committee

Date: **Wednesday 18 June 2014**

Time: **6.00 pm**

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

For any further information please contact:

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East Area Planning Committee

Membership

Chair

Vice-Chair

| | |
|---------------------------------------|-------------------------------|
| Councillor Mary Clarkson | Marston; |
| Councillor Van Coulter | Barton and Sandhills; |
| Councillor Roy Darke | Headington Hill and Northway; |
| Councillor Ben Lloyd-Shogbesan | Lye Valley; |
| Councillor Michele Paule | Rose Hill and Iffley; |
| Councillor Farida Anwar | Headington Hill and Northway; |
| Councillor Mohammed Altaf-Khan | Headington; |
| Councillor Ruth Wilkinson | Headington; |
| Councillor Ruthi Brandt | Carfax; |

The quorum for this Committee is 5 members.

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:-

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- Downloaded from our website
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- Sent to you in hard copy form upon payment of an annual subscription.

AGENDA

Pages

- 1 ELECTION OF CHAIR FOR THE COUNCIL YEAR 2014/15
- 2 ELECTION OF VICE-CHAIR FOR THE COUNCIL YEAR 2014/15
- 3 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS
- 4 DECLARATIONS OF INTEREST

- 5 4 COURTLAND ROAD - 14/00532/FUL, 14/00554/FUL AND 14/00555/ADV

11 - 22

The Head of City Development has submitted a report which details planning applications as follows:

- (1) 14/00532/FUL Change of use from A1 (Shops) to A2 (Financial and Professional Services)
- (2) 14/00554/FUL Erection of single storey extension. Installation of a new shop front, installation of two air conditioning units and erection of two satellite dishes.
- (3) 14/00555/ADV Display 1no. internally illuminated fascia sign and 1no. internally illuminated hanging sign

Officer recommendation:

Application 14/00532/FUL – Approve subject to the following conditions:

- (1) Development begun within time limit
- (2) Develop in accordance with approved plans
- (3) Opening hours

Application 14/00554/FUL – Approve subject to the follows conditions:

- (1) Development begun within time limit
- (2) Develop in accordance with approved plans
- (3) Materials

Application 14/00555/ADV – Approve subject to the following conditions:

- (1) Development begun within time limit
- (2) Develop in accordance with approved plans
- (3) Level of illumination/hours

- 6 THE BUNGALOW, 35 BARTON ROAD, OXFORD - 13/03221/VAR

23 - 32

The Head of City Development has submitted a report which details a planning application for the Variation of condition 2 (approved plans) of planning permission 13/00469/FUL to raise the roof height in order to relocate bedroom 3 into the loft space. (Amended Description) (Amended Plans)

Officer recommendation: To approve subject to the following conditions:

- (1) Development begun with time limit
- (2) Develop in accordance with approved plans
- (3) Samples
- (4) Boundary details before commencement
- (5) Landscape plan required
- (6) Landscape carry out by completion
- (7) Variation of Road Traffic Order, Barton Road
- (8) Construction Travel Plan
- (9) Sustainability design/construction
- (10) Parking to be SUDS compliant
- (11) Vision splays
- (12) Obscure glazing to bathroom windows
- (13) Bin and cycle stores
- (14) Design – no additions to dwelling
- (15) C3 Family dwelling only
- (16) Revised 2nd floor window design

7 BLACKBIRD LEYS COMMUNITY CENTRE, BLACKBIRD LEYS ROAD, OXFORD - 14/01080/CT3

33 - 38

The Head of City Development has submitted a report which details a planning application for the display of 2 free standing non-illuminated panel signs and 4 non-illuminated fascia signs.

Officer recommendation: Approve subject to the following conditions:

- (1) Five year time limit
- (2) Advert – Statutory conditions

8 JUBILEE 77 COMMUNITY CENTRE, 46 SORREL ROAD, OXFORD - 14/01081/CT3

39 - 42

The Head of City Development has submitted a report which details a planning application for the display of 1No non-illuminated fascia sign.

Officer recommendation: Approve subject to the following conditions:

- (3) Five year time limit
- (4) Advert – Statutory conditions

9 PUBLIC CONVENIENCES SITE REAR OF 4-7 MARLBOROUGH CLOSE, COWLEY ROAD, LITTLEMORE, OXFORD - 14/00773/CT3

43 - 48

The Head of City Development has submitted a report which details a planning application for the alteration of existing toilets, provision of storage area.

Officer recommendation: Approve subject to the following conditions:

- (1) Development begun within time limit
- (2) Materials to Match existing except where specified in approved details
- (3) Develop in accordance with approve plans

10 4 FAIRFAX AVENUE, MARSTON, OXFORD - 14/01065/CT4

49 - 54

The Head of City Development has submitted a report which details a planning application for the erection of single storey extension to rear elevation.

Officer recommendation: Approve subject to the following conditions:

- (1) Development begun within time limit
- (2) Materials to match existing
- (3) Amenity no balcony

11 PLANNING APPEALS

55 - 66

To receive information on planning appeals received and determined during April and May 2014.

The Committee is asked to note this information.

12 MINUTES

67 - 70

Minutes of the meeting held on 8th May 2014.

13 FORTHCOMING APPLICATIONS

The following items are listed for information. They are not for discussion at this meeting.

13/03411/FUL – John Radcliffe Hospital, Headley Way - Erection of roof based plant and louvred enclosure.

14/00464/FUL – land adjacent St George's 31 Cowley Road - Erection of 1 x 2-bed dwellinghouse (Use Class C3). Provision of car parking and private amenity space.

14/00641/FUL – 6 Trafford Road – Conversion of existing garage into 1 x 1-bed dwelling (Use Class C3). Erection of a single storey rear extension.

13/03410/FUL- Iffley Residential And Nursing Home, Anne Greenwood Close - Installation of 3 no. roof mounted ventilation ducts and cowls and 2 no. wall mounted louvres. Erection of 1.8 metre close boarded fence to form new bin storage area.

14/00983/FUL – 1 Pullens Lane - Demolition of existing house and flat. Erection of 55-bedroom care home facility on three levels, together with 17 car parking spaces, landscaping and associated works.

13/01553/CT3 - Eastern House, Eastern Avenue - Demolition of Eastern House and erection of 7 x 3-bed and 2 x 2-bed dwellings (use class C3). Provision of associated car parking, landscaping, private amenity space and bin and cycle stores.

13/01555/CT3 - Land East off Warren Crescent - Erection of 10 x 3-bed dwellings (use class C3) together with associated car parking, cycle and bin storage. Diversion of public footpath. (Deferred from EAPC meeting of 4th September 2013)

14/00884/FUL – 142-144 Oxford Road, Cowley - Erection of a single storey rear extension to form a larger mortuary and formation of new ramped access to rear.

14/01282/FUL - Cheney School, Cheney Lane - Erection of two-storey science building, together with accompanying works including bridge link to Russell Building, remodelled entrance to Wainwright Building, amended pedestrian access to Gypsy Lane, replacement perimeter railings and marking out of car parking spaces. Erection of temporary classroom for period of construction.

14/01273/OUT - Part of Former Travis Perkins Site, Collins Street- Demolition of existing building. Outline application (seeking approval of access, appearance, layout and scale) for the erection of new building on 4 levels consisting of Class B1 offices on ground floor and 17 x 1-bed and 14 x 2-bed flats at upper levels. Provision of cycle and bin stores plus communal garden area.

14/01322/FUL – 35 Courtland Road - Demolition of existing garage. Erection of 2 x 1-bed dwellings (Use Class C3). Provision of private amenity space, car parking and bin and cycle storage

14 DATES OF FUTURE MEETINGS

The Committee will meet on the following dates:

2014

Wednesday 18 June and (Wednesday 25 June if necessary)

Wednesday 16 July and (Wednesday 23 July if necessary)

Wednesday 6 August and (Thursday 14 August if necessary)

Wednesday 3rd September (Thursday 11th September if necessary)

Wednesday 1st October (Thursday 9th October if necessary)

Wednesday 5th November (Thursday 13th November if necessary)

Wednesday 3rd December (Thursday 11th December if necessary)

2015

Wednesday 7th January (Thursday 15th January if necessary)
Wednesday 4th February (Thursday 12th February if necessary)
Wednesday 4th March (Thursday 19th March if necessary)
Wednesday 8th April (Thursday 16th April if necessary)
Wednesday 6th May (Thursday 14th May if necessary)

DECLARING INTERESTS

General duty

You must declare any disclosable pecuniary interests when the meeting reaches the item on the agenda headed "Declarations of Interest" or as soon as it becomes apparent to you.

What is a disclosable pecuniary interest?

Disclosable pecuniary interests relate to your* employment; sponsorship (ie payment for expenses incurred by you in carrying out your duties as a councillor or towards your election expenses); contracts; land in the Council's area; licenses for land in the Council's area; corporate tenancies; and securities. These declarations must be recorded in each councillor's Register of Interests which is publicly available on the Council's website.

Declaring an interest

Where any matter disclosed in your Register of Interests is being considered at a meeting, you must declare that you have an interest. You should also disclose the nature as well as the existence of the interest.

If you have a disclosable pecuniary interest, after having declared it at the meeting you must not participate in discussion or voting on the item and must withdraw from the meeting whilst the matter is discussed.

Members' Code of Conduct and public perception

Even if you do not have a disclosable pecuniary interest in a matter, the Members' Code of Conduct says that a member "must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself" and that "you must not place yourself in situations where your honesty and integrity may be questioned". What this means is that the matter of interests must be viewed within the context of the Code as a whole and regard should continue to be paid to the perception of the public.

*Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners..

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.

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;
 - (d) 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;
 - (e) 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 Officers and/or other speakers); and
 - (f) voting members will debate and determine the application.

4. Preparation of Planning Policy documents – Public Meetings

At public meetings Councillors should be careful to be neutral and to listen to all points of view. They should take care to express themselves with respect to all present including officers. They should never say anything that could be taken to mean they have already made up their mind before an application is determined.

5. Public requests to speak

Members of the public wishing to speak must notify the Chair or the Democratic Services Officer before the beginning of the meeting, giving their name, the application/agenda item they wish to speak on and whether they are objecting to or supporting the application. Notifications can be made via e-mail or telephone, to the Democratic Services Officer (whose details are on the front of the Committee agenda) or given in person before the meeting starts.

6. Written statements from the public

Members of the public and councillors can send the Democratic Services Officer written statements to circulate to committee members, and the planning officer prior to the meeting. Statements are accepted and circulated up to 24 hours before the start of the meeting.

Material received from the public at the meeting will not be accepted or circulated, as Councillors are unable to view proper consideration to the new information and officers may not be able to check for accuracy or provide considered advice on any material consideration arising.

7. Exhibiting model and displays at the meeting

Applicants or members of the public can exhibit models or displays at the meeting as long as they notify the Democratic Services Officer of their intention at least 24 hours before the start of the meeting so that members can be notified.

8. Recording meetings

Members of the public are reminded that the recording of the meeting (audio or visual) is not permitted without the consent of the Committee, which should be sought via the Chair.

9. Meeting Etiquette

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.

10. 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.