

# Agenda

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## West Area Planning Committee

Date: **Wednesday 12 November 2014**

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Time: **6.30 pm**

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

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For any further information please contact:

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As a matter of courtesy, if you intend to record the meeting please let the Contact Officer know how you wish to do this before the start of the meeting.

# West Area Planning Committee

## Membership

<b>Chair</b>	Councillor Oscar Van Nooijen	Hinksey Park;
<b>Vice-Chair</b>	Councillor Michael Gotch	Wolvercote;
	Councillor Elise Benjamin	Iffley Fields;
	Councillor Bev Clack	St. Clement's;
	Councillor Colin Cook	Jericho and Osney;
	Councillor Andrew Gant	Summertown;
	Councillor Alex Hollingsworth	Carfax;
	Councillor Bob Price	Hinksey Park;
	Councillor John Tanner	Littlemore;

The quorum for this meeting is five members. Substitutes are permitted

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# AGENDA

## Pages

1 **APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

2 **DECLARATIONS OF INTEREST**

3 **FORMER TRAVIS PERKINS SITE, COLLINS STREET:  
14/01273/OUT**

1 - 16

The Head of City Development has submitted a report which details an application for the demolition of existing building and outline application (seeking approval of access, appearance, layout and scale) for the erection of a new building on 4 levels consisting of Class B1 offices on ground floor and 17 x 1-bed and 13 x 2-bed flats at upper levels with provision of cycle and bin stores plus communal garden area (amended description and plans) on part of the former Travis Perkins Site, Collins Street.

**Officer recommendation:** to grant outline planning permission subject to conditions:

1. Time – outline / reserved matters.
2. Plans – in accordance with approved plans.
3. Materials – samples agree prior to construction.
4. Contamination – prior to construction.
5. Biodiversity – measures for wildlife.
6. Restrict B1 Office use and no change use allowed.
7. Turning/ servicing area, for turning only; no parking.
8. Residents exclude from CPZ.
9. Construction Traffic Management Plan – details prior to construction.
10. Cycle & bin storage – further details.
11. Fourth floor – roof and terraces; restrict use to maintenance, other than designated terraces.
12. Windows – obscure glazing, as on approved plans; at all times.
13. Public Art – scheme for implementation inc details & location.
14. NRIA – build in accordance with; provide further details of PV, water butts.
15. SUDS – build in accordance with.
16. Tree - Tree Protection Plan.
17. Trees – Details of methods of working (construction and demolition).
18. Tree – no dig.
19. Tree – pruning – detailed specification required.
20. Tree – underground services.
21. Details of boundary treatment prior to occupation.
22. Details of additional privacy division on rear balconies at first and second floors prior to construction.

and completion of a legal agreement: 50% of flats on site as affordable units.

**4 17-41 MILL STREET, OSNEY LANE: 14/02397/VAR**

17 - 26

The Head of City Development has submitted a report which details an application for the variation of condition 2 of planning permission 11/02382/FUL (for 55 student study rooms) to allow inclusion of kitchen, dining room/common room, reception area etc.

**Officer recommendation:** to grant planning permission subject to conditions:

1. Develop in accordance with approved plans.
2. Privacy louvres.
3. Management of students.
4. Out of term use.
5. Tree protection.
6. Trees - no felling, lopping, topping.
7. Landscape - underground services.
8. Tree protection plan.
9. Root protection area.
10. Landscape plan.
11. Landscape carry out after completion.
12. Landscape management plan.
13. Students no cars.
14. No car parking on site.
15. Control of access.
16. Delivery times.
17. Cycle parking.
18. CCTV.
19. Boundary treatment.
20. Ground contamination.
21. Vibration.
22. Noise attenuation.
23. Facilities for disposal of fats, oils, grease etc from kitchen.
24. Flood risk assessment.
25. Sustainable drainage.
26. Sustainability.
27. CEMP.
28. Travel plan.
29. Archaeology.
30. Public art.
31. Wildlife habitats.

**5 ALDI, BOTLEY ROAD: 14/01766/VAR**

27 - 32

The Head of City Development has submitted a report which details a planning application for the variation of condition 11 (opening hours) of planning permission 07/01187/FUL (Erection of supermarket) to allow for the extension of opening hours.

**Officer recommendation:** to grant planning permission subject to conditions

1. Development begun within time limit.
2. Deemed in accordance with approved plans.
3. Opening hours.

**6 96-97 GLOUCESTER GREEN: 14/02663/FUL**

33 - 42

The Head of City Development has submitted a report which details an application for change of use from Use Class A1 (Retail) to Use Class A3 (Restaurant).

**Officer recommendation:** to grant planning permission subject to conditions

1. Development begun within time limit.
2. Develop in accordance with approved plans.
3. Opening hours.
4. Scheme for cooking fumes and odours.
5. Scheme to protect against noise.
6. Noise limits on plant.
7. Bin storage details.

**7 4 - 5 QUEEN STREET / 114 - 119 ST ALDATES: 14/02256/FUL**

43 - 74

The Head of City Development has submitted a report which details an application for planning permission for:

- demolition of 4-5 Queen Street and the rear of 114-119 St Aldates;
- renovation and alteration of remaining properties at 114-119 St. Aldates with roof extension, plus erection of new building to Queen St on 5 levels plus basement.;
- change of use from offices and retail to form 2 Class A1 retail units plus further unit for either Class A1 (retail), Class A2 (offices) or Class A3 (restaurant) at basement and ground floor levels;
- provision of 133 student study rooms at upper levels, plus ancillary facilities at basement level and cycle parking for 110 cycles at ground floor level.

**Officer recommendation:** to grant planning permission subject to conditions and a legal agreement

1. Development begun within time limit.
2. Develop in accordance with approved plans.
3. Submission of design details - windows, roof extension, shop fronts etc.
4. Material Samples in Conservation Area.
5. No demolition before rebuilding contract.
6. Student Accommodation – Full Time Courses / Management Plan.
7. Student Accommodation - No cars.
8. Student Accommodation - Out of Term Use.
9. Archaeology - Design & method statement.
10. Archaeology – WSI.
11. Transport Assessment.
12. Travel Plan.
13. Cycle and Refuse Areas Provided.
14. Construction Traffic Management Plan.
15. Noise - insulation before use.
16. Air conditioning plant
17. Scheme of extraction / treating cooking odours from restaurant.
18. Detailed Energy Statement / NRIA.
19. Drainage Strategy.
20. Biodiversity Measures / Enhancements.
21. Development of a Servicing Plan for all uses.

Legal agreement: £628,028.24 towards off-site affordable housing provision.

The Head of City Development has submitted a report which details two applications at St John's College.

(i) 14/02399/FUL - Erection of new study centre building on 2 and 3 level basement as an extension to existing library. Re-landscaping of Presidents Garden (amended plans).

**Officer recommendation:** to grant planning permission subject to conditions

1. Development begun within 3 years.
2. Development in accordance with approved plans.
3. Samples in Conservation Area.
4. Ground re-surfacing – SUDS.
5. Programme of archaeological work.
6. Implementation of programme of archaeological work.
7. Landscaping plan required.
8. Landscape carry out after completion.
9. Hard landscaping.
10. Landscape underground services.
11. Tree Protection Plan.
12. Arboricultural Method statement.
13. Nesting birds.
14. Lighting scheme – ecology.
15. Remove bower structure by hand.
16. Bat boxes.
17. Construction Management Plan.

(ii) 14/02396/LBD - Internal and external alterations associated with links to the proposed library and study centre in the Presidents Garden. Various alterations to the Old Library, Laudian Library and Paddy Room at east and south ranges of Canterbury Quad, including access (amended plans).

**Officer recommendation:** to grant listed building consent subject to conditions

1. Commencement of works Listed Building consent.
2. Listed Building consent - works as approved only.
3. 7 days' notice to Local Planning Authority.
4. Listed Building notice of completion.
5. Further works - fabric of Listed Building - fire regs.
6. Sample panels of stonework.
7. Repair of damage after works.
8. Preservation of features from demolition.
9. Walls/openings to match adjoining.
10. Setting aside/reinstatement of features.
11. Preservation of unknown features.
12. Recording.
13. Restoration of bookcases.
14. Details relocated fabric.
15. Samples of exterior materials.

**9 ST. EDWARD'S SCHOOL, WOODSTOCK ROAD: 14/02294/VAR**

93 - 98

The Head of City Development has submitted a report which details an application for the variation of condition 2 (approved plans) of planning permission 13/01645/FUL (Erection of two storey building accommodating music school and ancillary facilities) to allow alternative materials to be used and minor amendments to the approved plans involving alterations to windows.

**Officer recommendation:** to grant planning permission subject to conditions

1. Time Limit.
2. Develop in accordance with approved plans.
3. Samples of materials required.
4. Cycle parking details required.
5. Tree protection plan to be implemented.
6. Arboricultural construction methods as approved.
7. Bat Survey recommendations to be carried out.
8. Biodiversity measures required.
9. External lighting scheme required.
10. SUDS.
11. Phased contamination risk assessment required.
12. Sustainability measures to be implemented as approved.

**Community Infrastructure Levy:**

The development is liable for CIL to the amount of £9,500 unless a claim for relief is made.

**10 PLANNING APPEALS**

99 - 104

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

The Committee is asked to note this information.

**11 MINUTES**

105 - 108

Minutes from 8 October 2014.

**Recommendation:** That the minutes of the meeting held on 8 October 2014 be approved as a true and accurate record.

**12 FORTHCOMING APPLICATIONS**

The following applications which will be considered at future meetings of the committee are listed for information. They are not for discussion at this meeting.

Westgate: 14/02402/RES (to be determined at additional meeting on 25<sup>th</sup> November 2014)

23 Walton Crescent: 14/02531/FUL  
Former Wolvercote Paper Mill: 13/01861/OUT  
Jericho Boatyard: 14/01441/FUL  
Aristotle Lane: 14/01348/FUL  
Dragon School Bardwell Road: 14/02466/FUL  
Chiltern Line - report on conditions  
13 Rectory Road: 14/02445/FUL

### **13 DATE OF NEXT MEETING**

The Committee will meet on the following dates:

#### 2014

Thursday 13<sup>th</sup> November if necessary (overflow meeting)  
Wednesday 25<sup>th</sup> November (additional meeting)  
Wednesday 10<sup>th</sup> December (Thursday 11<sup>th</sup> December if necessary)

#### 2015

Tuesday 13<sup>th</sup> January (Thursday 15<sup>th</sup> January if necessary)  
Tuesday 10<sup>th</sup> February (Thursday 12<sup>th</sup> February if necessary)  
Tuesday 10<sup>th</sup> March (Thursday 19<sup>th</sup> March if necessary)  
Tuesday 14<sup>th</sup> April (Thursday 16<sup>th</sup> April if necessary)  
Tuesday 12<sup>th</sup> May (Thursday 14<sup>th</sup> 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.

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.

### 4. 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.

### 5. 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.

### 6. 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.

## 7. Recording meetings

Members of the public and press can record the proceedings of any public meeting of the Council. If you do wish to record the meeting, please notify the Committee clerk prior to the meeting so that they can inform the Chair and direct you to the best plan to record. You are not allowed to disturb the meeting and the Chair will stop the meeting if they feel a recording is disruptive.

The Council asks those recording the meeting:

- Not to edit the recording in a way that could lead to misinterpretation of the proceedings. This includes not editing an image or views expressed in a way that may ridicule, or show a lack of respect towards those being recorded.
- To avoid recording members of the public present unless they are addressing the meeting.

For more information on recording at meetings please refer to the Council's [Protocol for Recording at Public Meetings](#)

## 8. 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.

9. 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.