

# Agenda

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## East Area Planning Committee

Date: **Wednesday 1 July 2015**

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Time: **6.00 pm**

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

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For any further information please contact:

**Jennifer Thompson, Committee and Member Services Officer**

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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.

# East Area Planning Committee

## Membership

<b>Chair</b>	Councillor Roy Darke	Headington Hill and Northway;
<b>Vice-Chair</b>	Councillor Van Coulter	Barton and Sandhills;
	Councillor Mohammed Altaf-Khan	Headington;
	Councillor Farida Anwar	Headington Hill and Northway;
	Councillor Ruthi Brandt	Carfax;
	Councillor Mary Clarkson	Marston;
	Councillor David Henwood	Cowley;
	Councillor Sian Taylor	Northfield Brook;
	Councillor Ruth Wilkinson	Headington;

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

### **HOW TO OBTAIN A COPY OF THE AGENDA**

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- Sent to you in hard copy form upon payment of an annual subscription.

# AGENDA

## Pages

**1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

**2 DECLARATIONS OF INTEREST**

**3 CHENEY HALL: 15/01568/FUL**

11 - 30

**Site address:** Cheney Hall, Cheney Lane

**Proposal:** Change of use of existing storage area (Use Class B8) to student residential accommodation (Sui Generis) creating 20 additional bedrooms, associated living and kitchen space and a new junior common room. Erection of a new gardeners store and secure bicycle store.

**Officer recommendation:** to approve the application subject to the following conditions

1. Development begun within time limit.
2. Develop in accordance with approved plans.
3. Materials.
4. Retention of tree.
5. Arboricultural Method Statement.
6. Students - no cars.
7. Term time use.
8. Management of student accommodation.
9. Cycle parking.

**4 FORMER NUFFIELD ARMS, LITTLEMORE ROAD, OX4 3SS:  
15/00775/FUL**

31 - 50

**Site address:** Former Nuffield Arms Littlemore Road (site plan: appendix 1)

**Proposal:** Part demolition of existing building. Erection of a single storey side extension fronting Bartholomew Road. Change of use from Use Class A4 (Public House) to Use Class A1 (Retail). Installation of a rooftop plant enclosure. Provision of 8 no. car parking spaces.

**Officer recommendation:** to approve planning permission subject to the following conditions

1. Development begun within time limit
2. Develop in accordance with approved plans
3. Materials - matching
4. Opening Times - 07.00-22.00
5. Revised Noise Management Plan
6. Revised Service Management Plan
7. Revised Parking Layout
8. Ground resurfacing - SUDS compliant
9. Air conditioning plant

5	<b>238 HEADINGTON ROAD: 15/01082/FUL</b>	51 - 70
	<b>Site address:</b> 238 Headington Road Oxford OX3 7PR	
	<b>Proposal:</b> Erection of 1 x 3-bed dwellinghouse (Use Class C3). Provision of private amenity space, bin and cycle store.	
	<b>Officer recommendation:</b> to REFUSE the application for the following reason:	
	The proposed dwelling, by reason of its overall height, bulk and massing and in particular that of the two storey side element, together with the extent of development including the number of bedrooms, provision of amenity space, parking and turning area, bins and cycle storage within a constrained plot size, would amount to overdevelopment of the site and result in a poor relationship to the existing property which is inappropriate to the site's context, it would appear cramped and overly dominant within the street scene, to the detriment of the character and appearance of the existing dwelling and street scene, and contrary to Policies CP1, CP6, CP8, CP9 and CP10 of the Oxford Local Plan, Policy HP9 and HP10 of the Sites and Housing Plan and CS18 of the Core Strategy.	
6	<b>159 WINDMILL ROAD: 14/02182/FUL</b>	71 - 80
	<b>Site address:</b> 159 Windmill Road	
	<b>Proposal:</b> Erection of two storey side and rear extension (amended plans received 15/9/14).	
	<b>Officer recommendation:</b> to approve the application subject to the following conditions	
	<ol style="list-style-type: none"> <li>1. Development begun within time limit.</li> <li>2. Develop in accordance with approved plans.</li> <li>3. Materials.</li> <li>4. Parking.</li> <li>5. Side windows.</li> <li>6. Surface water.</li> <li>7. Balcony.</li> </ol>	
7	<b>ROSE HILL SPORTS GROUND, ASHHURST WAY: 15/00178/ADV</b>	81 - 88
	<b>Site address:</b> Rose Hill Sports Ground, Ashhurst Way	
	<b>Proposal:</b> Display of 1 no. non-illuminated banner and 1 no. non-illuminated free standing sign (part retrospective).	
	<b>Officer recommendation:</b> to approve the application subject to conditions	
	<ol style="list-style-type: none"> <li>1. Five year time limit.</li> <li>2. Advert - Statutory conditions.</li> </ol>	

<b>8</b>	<b>22 NORMANDY CRESCENT: 15/00304/CT3</b> <b>Site address:</b> 22 Normandy Crescent Oxford.  <b>Proposal:</b> Erection of single storey rear extension.  <b>Officer recommendation:</b> to approve to application, subject to and including the following conditions  <ol style="list-style-type: none"><li>1. Development begun within time limit.</li><li>2. Develop in accordance with approved plans.</li><li>3. Matching materials.</li></ol>	89 - 94
<b>9</b>	<b>COWLEY MARSH DEPOT: 15/01372/CT3</b> <b>Site address:</b> Oxford City Council Depot Marsh Road  <b>Proposal:</b> Installation of new roller shutter door.  <b>Officer recommendation:</b> to approve the application subject to the following conditions  Development begun within time limit. Develop in accordance with approved plans. Materials as specified.	95 - 100
<b>10</b>	<b>PLANNING APPEALS</b>  Summary information on planning appeals received and determined to 31 May 2015.  The Committee is asked to note this information.	101 - 106
<b>11</b>	<b>MINUTES</b>  Minutes from the meeting of 3 June 2015.  <b>Recommendation:</b> That the minutes of the meeting held on 3 June 2015 are approved as a true and accurate record.	107 - 112
<b>12</b>	<b>FORTHCOMING APPLICATIONS</b>  Items for consideration by the committee at future meetings are listed for information. They are not for discussion at this meeting.  15/00210/FUL - Land adjacent to 147 Oxford Road, Old Marston Erection of 1 x 3 bedroom dwelling house (Use Class C3). Provision of private amenity space, car parking space and bin and cycle store.  15/00955/FUL - Ashlar House Adjacent 2 Glanville Road - Demolition of existing builder's yard. Erection of 3 x 3 bed dwellinghouse (Use Class C3) and 3 x4 bed dwellinghouse (Use Class C3). Provision of private amenity space, car parking, cycling and bins storage.  14/03049/FUL - 23 Spring Lane, Littlemore - Erection of 5 x 3 bed terraced dwelling houses (Use Class C3). Provision of private amenity space and car	

parking spaces. Demolition of existing garage to provide a new vehicle access from Spring Lane.

15/00192/FUL, 8 Jersey Road - Conversion of existing two storey side and single storey rear extension, to incorporate into the existing 4no. flats to create 2no. 1 bed flats and 2no. 2 bed flats. Provision of bin and cycle stores and additional landscaping (Retrospective).

15/00930/OUT – 474 Cowley Road - Demolition of existing buildings consisting of timber yard and 4 flats. Outline planning application (seeking details of access, appearance, layout and scale) for the erection of 60 bed residential care home on 3 floors, together with single house to Cowley Road frontage, 20 car parking spaces, 10 cycle parking spaces, garden, bin and recycling store and ancillary works.

15/00858/FUL - 36 38 40 London Road And 2 Latimer Road - Demolition of residential houses at 36, 38 and 40 London Road and 2 Latimer Road. Erection of 175 student study rooms and ancillary facilities on 4 and 5 levels plus basement, together with 2 x 2-bed and 2 x 3-bed maisonettes. Provision of 4 car parking spaces, 88 cycle parking spaces, landscaped areas and ancillary works.

15/01349/FUL – 70 Glebelands - Demolition of existing house. Erection of a detached house (1x3 bed) and erection of detached 2 storey building to provide 2 flats (1x2 bed and 1x1 bed) (use class C3) with car parking.

13/01555/CT3 - Land East Of Warren Crescent - (Deferred from EAPC meeting of 4<sup>th</sup> September 2013).

## **13 DATES OF FUTURE MEETINGS**

The Committee will meet on the following dates:

5 August 2015  
2 September 2015  
7 October 2015  
4 November 2015  
2 December 2015  
6 January 2016  
3 February 2016  
2 March 2016  
6 April 2016  
11 May 2016

## **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 Democratic Services Officer before the meeting starts 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 by noon, two working days 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 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](#)

#### 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; or
- (d) seek to re-design, or negotiate amendments to, an application. The Committee must determine applications as they stand and may impose appropriate conditions.