

# Agenda

www.oxford.gov.uk



## East Area Planning Committee

Date: **Wednesday 5 August 2015**

---

Time: **6.00 pm**

---

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

---

For any further information please contact:

**Catherine Phythian, Committee and Member Services Officer**

Telephone: 01865 252275

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

---

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**

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 **APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

2 **DECLARATIONS OF INTEREST**

3 **474 COWLEY ROAD: 15/00930/OUT**

11 - 34

**Site address:** 474 Cowley Road

**Proposal:** Demolition of existing timber yard buildings and 2 x 1 bed flats. Outline planning application (seeking details of access, appearance, layout and scale) for the redevelopment of the site to erect a 60 bed care home on three floors. Provision of 20 car parking spaces, cycle parking, bin storage and ancillary works. Conversion and restoration of 2 bedsits to street frontage to form single 1 bed house. (Amended plans) (Additional Information)

**Officer recommendation:** Approve with the following conditions:

1. Time limits for commencement.
2. Reserved matters.
3. Development in accordance with submitted plans.
4. Materials.
5. Architectural detailing.
6. Obscure glazing to end windows.
7. Landscape implementation.
8. Tree protection.
9. Landscape management plan.
10. Boundary treatment.
11. External lighting.
12. Natural Resource Impact Analysis
13. Construction travel plan.
14. Construction environmental management plan.
15. Travel Plan
16. Surface water drainage scheme.
17. Provision of fire hydrant.
18. Ground contamination.
19. Unexpected contamination.
20. Petrol / oil interceptors.
21. Cooking smells.
22. Habitat creation.
23. Repeat ecological survey.
24. Details of employment training.
25. Public art.

4 **162-164 HOLLOW WAY:15/01643/FUL**

35 - 46

**Site address:** 162-164 Hollow Way, Oxford

**Proposal:** Demolition of the existing single storey commercial unit. Erection of 1No. two storey building to create 16 x 1-bed student study rooms and erection of 1No. two storey building to create 1 x 1-bed warden flat and 1 x

3-bed postgraduate flat. Provision of amenity space, refuse store and covered parking for 22No. bicycles.

**Officer recommendation:** Approve with the following conditions:

1. Development begun within time limit
2. Develop in accordance with approved plans
3. Samples
4. Boundary details before commencement
5. bikes and bins
6. Contaminated Land
7. Fire hydrants
8. Window restriction
9. No cars
10. Day to day management
11. Full time students
12. Student accommodation only
13. Sustainability measure
14. Travel Information Pack
15. Drainage
16. Construction Traffic Management Plan
17. Biodiversity enhancements

**5 BEENHAMS COTTAGE, RAILWAY LANE: 14/02550/FUL AND 14/01485/FUL**

47 - 58

**Site address:** Beenhams Cottage, Railway Lane, Oxford (**site plan: appendix 1**)

**Proposal:**

1. Erection of a part single, part two storey side and rear extension. Erection of first floor front extension. Formation of 1 no. front and 2 no. rear dormers and new vehicular access onto Railway Lane (Amended plans)
2. Formation of vehicular entrance with boundary wall, pillars and gates

**Officer recommendation:** Approve planning permission for the two applications with the following conditions:

**14/02550/FUL: Conditions:**

1. Development begun within time limit
2. Develop in accordance with approved plans
3. Samples materials in Conservation Area
4. Specific exclusion approved plans the new vehicular access, HP-00-D16,
5. Design - no additions to dwelling
6. Amenity - windows to side
7. Amenity - no balcony
8. Sustainable drainage
9. Landscape plan required
10. Landscape carry out by completion
11. Landscape hard surface design - tree roots
12. Landscape underground services - tree roots
13. Tree Protection Plan (TPP) 2
14. Arboricultural Method Statement (AMS) 1

**15/01485/FUL: Conditions:**

1. Development begun within time limit
2. Develop in accordance with approved plans
3. Sample materials in Conservation Area
4. Highway safety
5. Landscape plan required
6. Tree Protection Plan (TPP) 2
7. Arboricultural Method Statement (AMS) 2
8. Sustainable drainage

**6 6 FEILDEN GROVE (NO.1) TREE PRESERVATION ORDER, 2015**

59 - 70

**Site address:** 6 Feilden Grove, Harberton Mead, Headington Hill, Oxford

**Proposal:** The Committee to decide whether to confirm the draft Tree Preservation Order, making it permanent, so that any works to the tree require the Council's written consent; otherwise after this date the tree may be pruned without consent or conditions being applied.

**Officer recommendation:** To confirm the Oxford City Council – 6 Feilden Grove (No.1) Tree Preservation Order, 2015 without modification.

**7 PLANNING APPEALS**

71 - 76

Summary information on planning appeals received and determined to the end of June 2015.

The Committee is asked to note this information.

**8 MINUTES**

77 - 82

Minutes from the meeting of 1 July 2015

**Recommendation:** That the minutes of the meeting held on 1 July 2015 are approved as a true and accurate record.

**9 FORTHCOMING APPLICATIONS**

Items for consideration by the committee at future meetings are listed for information. They are not for discussion at this meeting.

Land East of Warren Crescent: 13/01555/CT3

8 Jersey Road: 15/00192/FUL

Land adj to 147 Oxford Road, Old Marston: 15/00210/FUL

36, 38 and 40 London Road and 2 Latimer Road: 15/00858/FUL

Ashlar House adj 2 Glanville Road: 15/00955/FUL

19 Arlington Drive, Old Marston: 15/01221/FUL

38 St Leonard's Road OX3 8AB: 15/01872/FUL

23 Spring Lane: 14/0349/FUL

Brasenose Farm Cottage: 15/01247/CT3

**10 DATES OF FUTURE MEETINGS**

The Committee will meet on the following dates:

- 2 September 2015
- 7 October 2015
- 4 November 2015
- 2 December 2015
- 6 January 2016
- 3 February 2016
- 2 March 2016
- 6 April 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.