

Agenda

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West Area Planning Committee

Date: **Wednesday 25 May 2016**

Time: **6.00 pm**

Place: **Council Chamber, Town Hall**

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 Committee Officer know how you wish to do this before the start of the meeting.

West Area Planning Committee

Membership

Chair

Vice-Chair

Councillor Colin Cook	Jericho and Osney;
Councillor Jean Fooks	Summertown;
Councillor Alex Hollingsworth	Carfax;
Councillor Tom Landell Mills	St. Margaret's;
Councillor Jennifer Pegg	Northfield Brook;
Councillor Bob Price	Hinksey Park;
Councillor John Tanner	Littlemore;
Councillor Marie Tidball	Hinksey Park;
Councillor Louise Upton	North;

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 requirements. Paper copies may be looked at the Town Hall Reception and at Customer Services, St Aldate's.

A copy of the agenda may be:-

- Viewed on our website – mycouncil.oxford.gov.uk
- Downloaded from our website
- Subscribed to electronically by registering online at mycouncil.oxford.gov.uk

AGENDA

Pages

- 1 **ELECTION OF CHAIR FOR THE 2016/17 MUNICIPAL YEAR**
- 2 **ELECTION OF VICE CHAIR FOR THE 2016/17 MUNICIPAL YEAR**
- 3 **APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**
- 4 **DECLARATIONS OF INTEREST**

5 **31 CHARLBURY ROAD 15/03586/FUL**

13 - 26

Site Address: 31 Charlbury Road, Oxford, OX2 6UU

Proposal: Demolition of existing dwellinghouse. Erection of 1 x 5 bedroom dwellinghouse (Use Class C3). Provision of private amenity space, car parking and bin and cycle store. (Amended plans);

Officer recommendation: to grant planning permission subject to conditions

1. Development begun within time limit.
2. Develop in accordance with approved plans.
3. Development in accordance with specified materials.
4. Detailing to match existing.
5. Landscape plan required.
6. Landscape hard surface design - tree roots .
7. Landscape underground services - tree roots.
8. Tree Protection Plan (TPP) 1.
9. Arboricultural Method Statement (AMS).
10. Cycle and bin storage.

6 **54 ST JOHN STREET OX1 2LQ: 15/01676/FUL AND 15/01677/LBC**

27 - 38

Site Address: 54 St John Street, Oxford, OX1 2LQ

Application Numbers: 15/01676/FUL and 15/01677/LBC

Application No: 15/01676/FUL

Proposal: Erection of single storey rear extension and replacement of rear first floor roof. Extension and alterations to existing rear outbuilding to form garage/studio. Formation of dormer window and insertion of 2No. rooflights to rear roofslope and alterations to existing front dormer. Alterations to windows. Formation of patio with associated landscaping. (amended plans)

Officer recommendation: to grant planning permission subject to conditions:

1. Development begun within time limit.
2. Develop in accordance with approved plans.
3. Arch - Implementation of programme.
4. External material samples (dwelling).
5. Sample panels (dwelling).
6. Reuse bricks + samples (boundary wall).

7. Sample panel (boundary wall).
8. External material samples (outbuilding).
9. Sample panels (outbuilding).

Application No: 15/01677/LBC

Proposal: Erection of single storey rear extension and addition of pitched roof on existing rear two storey extension. Formation of dormer window and insertion of 2No. rooflights on rear roofslope and alterations to existing front dormer. Window alterations. Various internal alterations including creation of openings, removal and addition of walls. Extension and alterations to existing rear outbuilding to form garage/studio.(amended plans)

Officer recommendation: to grant Listed Building Consent subject to conditions for the following reasons:

1. Commencement of works LB/CAC consent.
2. LBC approved plans.
3. Works in accordance with letter.
4. Making good damage.
5. Internal features.
6. Reuse of features.
7. Preservation of unknown features .
8. External material samples (dwelling).
9. Sample panels (dwelling).
10. Further details (dwelling).
11. Reuse bricks + samples (boundary wall) .
12. Sample panel (boundary wall).
13. External material samples (outbuilding).
14. Sample panels (outbuilding).
15. Further details (outbuilding).

7 58 ST JOHN STREET, OXFORD, OX1 2LQ: 15/01674/FUL AND 15/01675/LBC

39 - 50

Site Address: 58 St John Street, Oxford, OX1 2LQ

Application Numbers: 15/01674/FUL and 15/01675/LBC

Application Number: 15/01674/FUL

Proposal: Erection of single storey rear extension and two-storey first floor extension. Alterations to front and rear dormer windows and insertion of 1.No. rear rooflight. Formation of patio with associated landscaping (amended plans);

Officer recommendation: to grant planning permission subject to conditions:

1. Development begun within time limit.
2. Develop in accordance with approved plans.
3. Samples in Conservation Area.
4. Arch - Implementation of programme.

Application Number: 15/01675/LBC

Proposal: Replacement of rear extensions with single storey ground floor extension and two-storey first floor extension. Alterations and enlargement of front and rear dormers and addition of 1.No. rear rooflight. Various internal alterations including removal of walls and creation of openings.(amended plans);

Officer recommendation: to grant Listed Building Consent subject to conditions

1. Commencement of works LB/CAC consent.
2. LBC approved plans.
3. Works in accordance with letter.
4. Rooflight omitted.
5. Making good damage.
6. Internal features.
7. Reuse of features.
8. Preservation of unknown features.
9. External material samples.
10. Further details.
11. Cornice in F02.

8 LAND ADJACENT TO 30A UNION ST: 15/03633/FUL

51 - 62

Site Address: Land Adjacent 30A Union Street, Oxford

Proposal: Erection of 2 storey side extension to No. 30A Union Street to create 1 x 3-bed semi-detached dwellinghouse (Use Class C3). Provision of private amenity space, bin and cycle store;

Officer recommendation: to grant planning permission subject to conditions and CIL contribution

1. Development begun within time limit.
2. Develop in accordance with approved plans.
3. Development in accordance with specified materials.
4. Further details on bin storage.
5. Further details on cycle parking.
6. Boundary details before commencement.
7. Ground resurfacing - SUDS compliant.
8. Variation of road traffic order.
9. Bollards.
10. Construction Travel Plan.
11. Street lighting.
12. No additional windows.

9 REDBRIDGE PARK AND RIDE, ABINGDON ROAD: 16/00142/CT3

63 - 70

Site Address: Redbridge Park and Ride, Abingdon Road, Oxford

Proposal: Provision of new pavement surface and hard standing at Redbridge Temporary Coach Park;

Officer recommendation: to grant planning permission subject to conditions for the following reasons:

1. Development begun within time limit;
2. Develop in accordance with approved plans;

3. Maintenance and Monitoring Plan;
4. Sustainable Urban Drainage Systems;

10 6-8 SHIP STREET OXFORD OX1 3DA: 16/00563/CT3 AND 15/02791/LBC

71 - 80

Site Address: 6-8 Ship Street, Oxford, OX1 3DA

Application Numbers: 16/00563/CT3 and 15/02791/LBC

Application No: 16/00563/CT3;

Proposal: Removal of existing external rear staircase and construction of external rear steel staircase. (Amended description);

Officer recommendation: to grant planning permission subject to conditions

1. Development begun within time limit.
2. Develop in accordance with approved plans.
3. Development in accordance with specified materials.
4. Staircase detail.
5. Surfacing details.

Application No: 15/02791/LBC

Proposal: Removal of existing external rear staircase, making good and constructing of new external rear steel staircase. Alterations to rear door. Re glazing of 2no. rear windows. Replacement of temporary basement post with permanent support post.

Officer recommendation: to grant Listed Building Consent subject to conditions for the following reasons:

1. Commencement of works LB/CAC consent.
2. LBC approved plans.
3. Staircase details.
4. Window details.
5. Details of surfacing.
6. Making good damage and samples.
7. Internal and external features.

11 ODD 39 TO 65, PREACHERS LANE: 15/03760/CT3

81 - 88

Site Address: Odd 39 To 65 Preachers Lane, Oxford

Proposal: Installation of new entrance at ground floor level and insertion of 1no. gate at second floor level;

Officer recommendation: to grant planning permission subject to conditions:

1. Development begun within time limit.
2. Develop in accordance with approved plans.
3. Materials.
4. Illumination.

12 PLANNING APPEALS

Summary information on planning appeals received and determined during and up to April 2016 (to be circulated separately)

The Committee is asked to note this information.

13 MINUTES

Minutes from the meetings of 12 April and 3 May 2016

Recommendation: That the minutes of the meetings held on 12 April and 3 May 2016 are approved as a true and accurate record.

14 FORTHCOMING APPLICATIONS

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

26 Norham Gardens: 15/01601/FUL

18 Hawkswell Gardens: 15/02352/FUL

Cooper Callas Building (15 Paradise Street And 5 St Thomas' Street):

Spanish civil war memorial, Bonn Square: 15/02859/FUL (App

14/01888/FUL withdrawn 2/10/15)

Oxford Spires Four Pillars Hotel, Abingdon Road: 15/03524/FUL

24 Rosamund Road 16/00391/FUL

1 Richmond Road 16/00791/FUL

16 Chester Street 16/00704/FUL

1A Cranham Street

31 Glebelands 16/00194/FUL

Grove House, Iffley Turn 16/00068/FUL 16/00069/LBC

43 Observatory Street 15/003543/FUL

15 DATES OF FUTURE MEETINGS

The Committee is asked to agree a start time for its meetings (the default is 6.00pm) and to note that it will meet on the following dates:

14 Jun 2016

12 Jul 2016

2 Aug 2016

13 Sep 2016

11 Oct 2016

8 Nov 2016

13 Dec 2016

24 Jan 2017

21 Feb 2017

14 Mar 2017

11 Apr 2017

9 May 2017

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 Committee and Member 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 Committee and Member 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 Committee and Member 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 Committee and Member 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.

