

# Agenda

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## East Area Planning Committee

Date: **Wednesday 2 November 2016**

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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 the Committee Services Officer:

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

Telephone: 01865 252275

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

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

# East Area Planning Committee

## Membership

<b>Chair</b>	Councillor Van Coulter	Barton and Sandhills;
<b>Vice-Chair</b>	Councillor David Henwood	Cowley;
	Councillor Nigel Chapman	Headington Hill and Northway;
	Councillor Mary Clarkson	Marston;
	Councillor Ben Lloyd-Shogbesan	Lye Valley;
	Councillor Michele Paule	Rose Hill and Iffley;
	Councillor Sian Taylor	Northfield Brook;
	Councillor Ruth Wilkinson	Headington;
	Councillor Dick Wolff	St. Mary's;

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

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# AGENDA

	<b>Pages</b>
<b>1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS</b>	
<b>2 DECLARATIONS OF INTEREST</b>	
<b>3 16/02224/VAR: NORTHWAY AND MARSTON FLOOD ALLEVIATION SCHEME: PHASE 1 - VARIATION OF CONDITION 2 (PLANS) OF 16/01320/CT3</b>	13 - 20
<b>Site Address:</b> Northway Sports Ground, Maltfield Road, Oxford	
<b>Proposal:</b> Variation of condition 2 (Approved plans) of planning permission 16/01320/CT3 (Phase 1 of the Northway and Marston Flood Alleviation Scheme including installation of landscape bunds at Northway Community Field to create flood storage area, road re-profiling at Westlands Drive and Saxon Way and flood resilience measures at Oxford Boxing Academy) to enable a revised spillway location at the eastern edge of the playing field at its boundary with Maltfield Road.	
<b>Officer Recommendation:</b> to grant planning permission subject to the conditions listed:	
<ol style="list-style-type: none"><li>1. Development within time limit.</li><li>2. Approved plans.</li><li>3. SuDS drainage.</li><li>4. Details of outlet infrastructure.</li><li>5. Landscape carry out by completion.</li><li>6. Landscape hard surface - tree roots.</li><li>7. Underground services - tree roots.</li><li>8. Tree protection plan.</li><li>9. Arboricultural method statement.</li><li>10. Conservation of habitats and species.</li><li>11. Bird and bat boxes.</li><li>12. Removal of vegetation.</li><li>13. Table ramp details.</li><li>14. Construction Travel Management Plan.</li><li>15. Materials management plan.</li><li>16. Watching brief – contamination.</li><li>17. Archaeology.</li><li>18. Pitch drainage.</li><li>19. Vision splays.</li></ol>	
<b>4 16/02406/FUL: CANTERBURY HOUSE, 393 COWLEY ROAD, OXFORD, OX4 2BS</b>	21 - 36
<b>Site Address:</b> Canterbury House, 393 Cowley Road, Oxford.	
<b>Proposal:</b> Change of use of Canterbury House, Adams House and	

Rivera House from use as offices (falling within Use Class B1(a) of the 1987 Use Classes Order) to use as 48 student study rooms with ancillary facilities together with landscaping, disabled car parking, bin and cycle storage.

**Officer Recommendation:** to approve the application for the reasons below and subject to and including conditions (listed below) and the satisfactory completion of a S106 to secure a contribution to affordable housing and to delegate authority to the Head of Planning and Regulatory Services to issue the permission after the public consultation expiry date of 7 November subject to no new material issues arising before the end of that consultation.

Conditions:

1. Time – 3 years.
2. Plans – in accordance with approved plans.
3. Materials – to match.
4. Construction Traffic Management Plan – details prior to construction.
5. Contamination – validation report prior to occupation.
6. Car parking & turning – in accordance with approved plans.
7. Cycle & bin storage – further details prior to substantial completion.
8. Sustainability – details of PV's/ CHP to be submitted prior to construction.
9. Surface water Strategy & SUDS – details to be submitted.
10. Landscape plan – details of hard and soft landscape planting required; prior occupation.
11. Landscape – planting carry out after completion.
12. Details of boundary treatment prior to occupation.
13. Student Accommodation and Out of Term Use (no conference use).
14. Student Accommodation – General Management Protocol – operated in accordance with.
15. Travel Plan.
16. Travel Info Pack.
17. Students - No cars.
18. Restrict hours of use of outside amenity space; 08:00 and 21:00.
19. Biodiversity – measures for wildlife details of 8 swift boxes; prior commencement.
20. Archaeology – Photographic recording; Canterbury House; prior construction.

**5 16/02230/FUL AND 16/02231/LBC LAND ADJACENT ST GEORGE'S, 31 COWLEY ROAD, LITTLEMORE OX4 4LE**

**Site Address:** Land Adjacent St George's, 31 Cowley Road, Littlemore

**Proposals:**

**16/02230/FUL:** Erection of 1 x 3-bed dwellinghouse (Use Class C3). Provision of car parking, private amenity space and bin and cycle store.

**16/02231/LBC:** Erection of 1 x 3-bed dwellinghouse (Use Class C3). Provision of car parking, private amenity space and bin and cycle store. Repairs to boundary wall.

**Officer Recommendations:**

**16/02230/FUL:** to approve the application subject to the following conditions:

1. Development begun within time limit.
2. Develop in accordance with approved plans.
3. Material samples.
4. Stone boundary walls.
5. Wall junctions.
6. Further details of fenestration and roof.
7. Flue and rainwater goods.
8. Further details gates, bins and cycles.
9. Car Parking.
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) 2.
15. Biodiversity.
16. Archaeology.
17. Remove PD.
18. Phased risk assessment - land quality.
19. Validation report - land quality.
20. Drainage plans.
21. SUDS maintenance plan.

**16/02231/LBC:** to approve the application subject to the following conditions:

1. Commencement of works LB consent.
2. LBC approved plans.
3. Material samples.
4. Stone boundary walls.
5. Wall junctions.
6. Further details - fenestration & roof.
7. Flue & rainwater goods.
8. Further details - gates, storage.

**6 16/00068/FUL: GROVE HOUSE, 44 IFFLEY TURN, OX4 4DU**

**Site Address:** Grove House 44 Iffley Turn.

**Proposal:** Erection of car port adjacent to existing dwelling and erection of garage to western boundary. Installation of new driveway gate and installation of pedestrian gate to western boundary. Insertion of 1no. window.

**Officer recommendation:** that the application is approved subject to the following conditions:

1. Development begun within time limit.
2. Develop in accordance with approved plans.
3. Samples in Conservation Area.
4. Use of garages.
5. Railings.
6. SUDS.
7. Landscape plan required.
8. Landscape carry out by completion.
9. Landscape hard surface design - tree roots.
10. Landscape underground services - tree roots.
11. Tree Protection Plan (TPP) 2.
12. Arboricultural Method Statement (AMS) 2.
13. Trees - foundation details.

**7 16/00069/LBC: GROVE HOUSE, 44 IFFLEY TURN, OXFORD, OX4 4DU**

59 - 64

**Site Address:** Grove House, 44 Iffley Turn, Oxford

**Proposal:** Internal alterations to Grove house to create an en-suite and a bedroom and to install a new window (amended description).

**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. Further works - fabric of listed building - fire regulations.
4. Proposed window.
5. Walls/openings to match adjoining.

**8 16/02112/FUL: 16 GLEBELANDS, OXFORD, OX3 7EN**

65 - 72

**Site Address:** 16 Glebelands, Oxford, OX3 7EN

**Proposal:** Change of use of public house (Use Class A4) to 1 x 5-bed dwellinghouse (Use Class C3). Provision of car parking and private amenity space.

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

1. Development begun within time limit.

2. Develop in accordance with approved plans.
3. Details of Refuse and Cycle Storage.
4. Design - no additions to dwelling.

**9 16/00824/FUL 2 MORTIMER DRIVE**

73 - 84

**Site Address:** 2 Mortimer Drive, Oxford, OX3 0RR

**Proposal:** Erection of front and side porches and single storey rear extension. Formation of 1no. rear dormer.

**Officer recommendation:** that the application is approved subject to the following conditions:

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

**10 16/01564/FUL: 232 MARSTON ROAD, OX3 0EJ**

85 - 92

**Site Address:** 232 Marston Road, Oxford, OX3 0EJ

**Proposal:** Change of use from dwellinghouse (Use Class C3) to House in Multiple Occupation (Use Class C4).

**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. Bin and Cycle Stores.
4. Controlled Parking Zone (CPZ).

**11 16/01522/FUL: 5 ATKINSON CLOSE, OXFORD, OX3 9LW**

93 - 98

**Site Address:** 5 Atkinson Close, Oxford, OX3 9LW

**Proposal:** Erection of outbuilding and formation of decking. (Retrospective)

**Officer recommendation:** that the application is refused for the following reasons:

1. The proposal, because of the overall extent of development that includes a garden building, raised decking and high boundary treatment, along with its elevated position and the physical form of the building, would result in a form of development that appears as a visually jarring and incongruous form of development, to the detriment of the appearance of the site and surrounding area and would be contrary to Policies CP1 and CP8 of the OLP, CS18 of the Core Strategy and HP9 of the sites and Housing Plan.

2. The proposal, because of its elevated position, large window and extensive area of decking, would result in an unacceptable increase in overlooking and perception of overlooking to adjacent properties and the gardens, which would harm the living conditions of neighbour occupiers and would be contrary to Policies CP1 and CP10 of the adopted Oxford Local Plan 2001 - 2016 and Policy HP14 of the Sites and Housing Plan.

## 12 MINUTES

99 - 104

**Recommendation:** That the minutes of the meeting held on 12 October 2016 are approved as a true and accurate record.

## 13 FORTHCOMING APPLICATIONS

Items currently scheduled for consideration by the committee at future meetings are listed for information. They are not for discussion at this meeting. This list is not complete and applications may be added or removed.

- William Morris Close, OX4 2JX: 16/00797/OUT
- Site Of Former Shelley Arms 114 Cricket Road: 16/00679/FUL
- 16/01973/FUL: Canterbury House, 393 Cowley Road, OX4 2BS
- 16/02586/FUL: Land Adjacent To Homebase, Horspath Driftway, Oxford
- 16/02017/FUL: 14 Holyoake Road, Oxford, OX3 8AE
- 16/02549/FUL: Land Adjacent 4 Wychwood Lane, OX3 8HG
- 16/01752/FUL: Land At Swan Motor Centre And To The East Between Towns Road, Oxford
- 16/01934/RES: Jack Russell, 21 Salford Road, OX3 0RX
- 16/02005/FUL: Land Adjacent 35 Courtland Road
- 16/02002/RES: Land West Of Barton North Of A40 And South Of Bayswater Brook, Northern By-Pass Road, Wolvercote, OX3 9SD
- 16 Clive Road: 15/03342/FUL
- 16/02184/FUL: 118-120 Bulan Road
- 16/02151/CT3: 331 Cowley Road, OX4 2AQ
- 16/01945/FUL: Plot 12, Edmund Halley Road, Oxford
- 16/01225/FUL: Temple Cowley Pools, Temple Road, OX4 2EZ
- 16/01049/FUL: 474 Cowley Road, OX4 2DP
- 16/02459/FUL: 174 Old Road, Headington, Oxford, OX3 8SZ



- 16/02588/CT3: 2 To 24 Stowford Road, Oxford, OX3 9PJ
- 16/02596/CT3: 26 To 60 Stowford Road, Oxford, OX3 9PJ
- 16/02597/CT3: 55 To 89 Bayswater Road, Oxford, OX3 9PD

#### **14 DATES OF FUTURE MEETINGS**

The Committee will meet at 6.00pm on the following dates:

7 Dec 2016  
11 Jan 2017  
8 Feb 2017  
8 Mar 2017  
5 Apr 2017  
10 May 2017

## **COUNCILLORS 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. Advice on bias, predetermination and declarations of interest is available from the Monitoring Officer.

The following minimum standards of practice will be followed.

### **At the meeting**

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 (in accordance with the rules contained in the Planning Code of Practice contained in the Council's Constitution).
2. At the meeting the Chair may 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.

### **Preparation of Planning Policy documents – Public Meetings**

4. 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.

### **Public requests to speak**

5. 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.

### **Written statements from the public**

6. Members of the public and councillors can send the Democratic Services Officer written statements and other material to circulate to committee members, and the

planning officer prior to the meeting. Statements and other material are accepted and circulated by noon, two working days before the start of the meeting.

7. Material received from the public at the meeting will not be accepted or circulated, as Councillors are unable to view give 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. Any such material will not be displayed or shown at the meeting.

### **Exhibiting model and displays at the meeting**

8. 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 by noon, two working days before the start of the meeting so that members can be notified.

### **Recording meetings**

9. 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 place to record. You are not allowed to disturb the meeting and the chair will stop the meeting if they feel a recording is disruptive.
10. 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.

### **Meeting Etiquette**

11. 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.
12. 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.

***Code updated to reflect changes in the Constitution agreed at Council on 25 July 2016***