

Agenda

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West Area Planning Committee

Date: **Tuesday 12 July 2016**

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 252402

Email: 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.

West Area Planning Committee

Membership

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

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 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS	
2 DECLARATIONS OF INTEREST	
3 16/01511/FUL: 9 UNION STREET, OXFORD, OX4 1JP Site address: 9 Union Street, Oxford, OX4 1JP Proposal: Erection of single-storey rear extension. Officer recommendation: to approve the application subject to the following conditions: Conditions 1 Development begun within time limit 2 Develop in accordance with approved plans 3 Materials as specified	11 - 16
4 16/00752/FUL: 9 CHALFONT RD Site address: 9 Chalfont Road Oxford Oxfordshire OX2 6TL Proposal: Erection of part single, part two storey rear extension. Erection of single storey side extension(amended plans) Officer recommendation: that the application be 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 Amenity no additional windows	17 - 24
5 15/03464/FUL AND 15/03465/LBC: FLAT 1, CAUDWELLS CASTLE, 5 FOLLY BRIDGE Site address: Flat 1, Caudwells Castle, 5 Folly Bridge, Oxford Proposal: (1) 15/03464/FUL Erection of timber balustrading, trellis, platform and access ladder to form roof terrace with alterations to the colour of the roof top extension (retrospective) (2) 15/03465/LBC	25 - 32

Retention of timber balustrading, trellis, platform and access ladder forming roof terrace (retrospective)

Officer recommendation: to refuse planning permission and listed building consent for the following reason:

Reasons for Refusal: (1) 15/03464/FUL & (2) 15/03465/LBC

1. By reason of its siting, height and design, the terrace with its associated timber balustrading and trellis, appears an incongruous addition to the listed building, detracting from its distinctive crenulated roof form and Gothic features, and its special architectural character and appearance. Therefore, the retention of the terrace would harm the architectural significance of the grade II listed building, which in turn would lessen the positive contribution the building makes to the Folly Bridge area of the Central Conservation Area and harming its character and appearance. The application would conflict with sections 16(2) and 72(1) of the Planning (Listed Buildings and Conservation Areas) Act 1990, paragraphs 132 and 134 of the NPPF, policies CP1, CP8, HE3 and HE7 of the Oxford Local Plan 2001-2016, policy CS18 of the Oxford Core Strategy and policy HP9 of the Sites and Housing Plan.

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| 6 | OXFORD CITY COUNCIL – HAMILTON ROAD (NO.1) TREE PRESERVATION ORDER, 2016
Site address: 68 Hamilton Road, Oxford

Officer recommendation: To confirm the Oxford City Council – Hamilton Road (No.1) Tree Preservation Order 2016 without modification. | 33 - 44 |
| 7 | PLANNING APPEALS 2016/17
Summary information on planning appeals received and determined during May 2016.

The Committee is asked to note this information. | 45 - 50 |
| 8 | MINUTES
Minutes of the meetings of 14 June 2016

Recommendation: That the minutes of the meeting held on 14 June 2016 are approved as a true and accurate record. | 51 - 52 |
| 9 | FORTHCOMING APPLICATIONS
Applications for consideration by the committee at future meetings are listed for information. They are not for discussion at this meeting. This | |

is not a definitive list: applications may be added to or deleted from this list.

- 15/01601/FUL: 26 Norham Gardens:
- 15/02352/FUL: 18 Hawkswell Gardens
- 15/03524/FUL: Oxford Spires Four Pillars Hotel, Abingdon Road
- 16/00391/FUL: 24 Rosamund Road
- 16/00791/FUL: 1 Richmond Road
- 16/00684/FUL: Old School, Upper Wolvercote
- 16/00470/FUL: 1A Cranham Street:
- 16/00068/FUL & 16/00069/LBC: Grove House, Iffley Turn
- 16/01026/FUL: 118 Southfield Road
- 16/01290/FUL: North Oxford Garage Ltd, Wolvercote Roundabout, Woodstock Road, OX2 8JP
- 16/01530/CT3: Tennis Courts, Pegasus Road, OX4 6JL
- 16/01220/FUL & 16/01221/FUL: 16 Northmoor Road
- 16/01413/FUL: Land Adjacent 279 Abingdon Road
- 16/01541/FUL: The Honey Pot, 8 Hollybush Row, OX1 1J

Railway applications:

Current ref no	Refers to	Subject
16/01634/CND	15/01978/CND Condition 1	NSoA for route section I2
16/01635/CND	15/01978/CND Condition 1	VSoA for route section I2
16/01410/VAR	13/03202/CND Condition 3	Vibration monitoring on plain line, route section H
16/01411/VAR	14/00232/CND Condition 3	Vibration monitoring at switches and crossings, route section H
16/01406/VAR	15/00956/CND Condition 4	Noise monitoring route section H
16/01412/VAR	15/03587/CND Condition 3	Vibration monitoring on plain line, route section I1
16/01409/VAR	15/03503/CND Condition 4	Noise monitoring route section I1
Request for condition to be discharged by letter. Additional information to be submitted.	15/00956/CND 15/03503/CND Condition 2	Rail dampening/ SilentTrack

10 DATES OF FUTURE MEETINGS

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

2 Aug 2016

13 Sep 2016
11 Oct 2016
8 Nov 2016
13 Dec 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 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.

a)

b)

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