

WEST AREA PLANNING COMMITTEE

10th April 2018

Application Number: 18/00322/CT3

Decision Due by: 5th April 2018

Extension of Time: 18th April 2018

Proposal: Refurbishment of existing offices to create new kitchen/staff room and disabled WC. Formation of new office in existing storage area. Insertion of 1no. window to north elevation, alterations to existing disabled access to west elevation and re-cladding of external walls and installation of external insulation.

Site Address: Oxford City Council Parks Depot, Cutteslowe Park, Harbord Road, Oxford

Ward: Wolvercote Ward

Case Officer Tobias Fett

Agent: Mr Martin Shaw **Applicant:** Mr Richard Webb

Reason at Committee: Council application

1. RECOMMENDATION

1.1. West Area Planning Committee is recommended to:

(a) Approve the application for the reasons given in the report and subject to the required planning conditions set out in section 12 of this report and grant planning permission subject to:

(b) Agree to delegate authority to the Head of Planning, Sustainable Development and Regulatory Services to:

1. Finalise the recommended conditions as set out in this report including such refinements, amendments, additions and/or deletions as the Head of Planning, Sustainable Development and Regulatory Services considers reasonably necessary;

2. EXECUTIVE SUMMARY

2.1. This report considers refurbishment of existing council depot offices and extension and better use of existing storage area to be included in the office provision.

2.2. The key matters for assessment set out in this report include the following:

- Design;
- Neighbouring Amenity
- Sustainability.

3. LEGAL AGREEMENT

3.1. This application is not subject to a legal agreement.

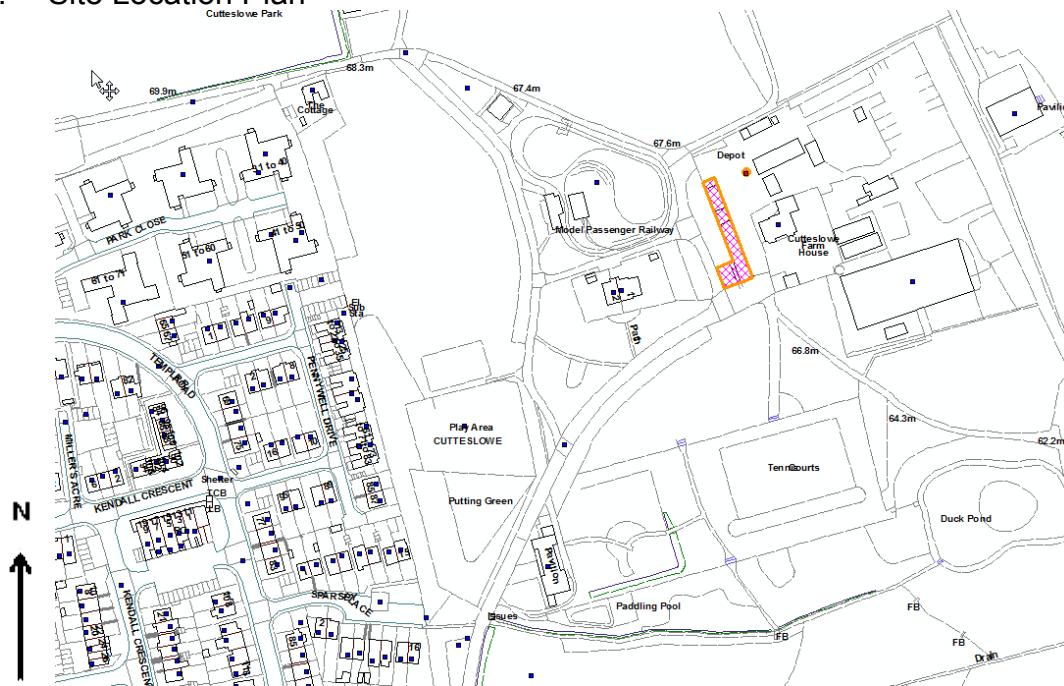
4. COMMUNITY INFRASTRUCTURE LEVY (CIL)

4.1. The proposal is not liable for CIL.

5. SITE AND SURROUNDINGS

5.1. The site is located within the existing work compound of the City Council's depot within the Cutteslowe Park to the north of Oxford. Cutteslowe park is a large park to the north of the ring road and east of the Cutteslowe residential area. The park is very popular and has many different users including sports pitches, tennis courts, a pond and model railway. The existing building on the application site is a flat roof building with a gently pitched section; the building is used for offices and storage by the Council.

5.2. Site Location Plan



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Ordnance Survey 100019348

6. PROPOSAL

- 6.1. The proposal seeks planning permission for the refurbishment of the existing office to create a new kitchen/staff room and disabled WC. An existing storage area is proposed to be converted to additional office accommodation and new windows are to be inserted in the north elevation. Furthermore alterations to the existing disabled access are proposed as well as re-cladding and external insulation.
- 6.2. The proposal would not create new built floor space.

7. RELEVANT PLANNING HISTORY

- 7.1. The table below sets out the relevant planning history for the application site:

84/00564/CHS - Storeroom extension to office. PER 15th January 1985.
87/00828/CHS - Portable toilet unit (retrospective). PER 16th February 1988.
88/00342/CHS - Land at Harbord Road - Erection of chemical store. PER 21st June 1988.
91/00004/CHS - Renovate existing shed and provide mess room facilities. PER 30th January 1991.
07/01948/ADV - Display of "Green Flag Award" Flag. PER 12th October 2007.
18/00322/CT3 - Refurbishment of existing offices to create new kitchen/staff room and disabled WC. Formation of new office in existing storage area. Insertion of 1no. window to north elevation, alterations to existing disabled access to west elevation and re-cladding of external walls and installation of external insulation.. PDE .

8. RELEVANT PLANNING POLICY

- 8.1. The following policies are relevant to the application:

Topic	National Planning Policy Framework (NPPF)	Local Plan	Core Strategy	Sites and Housing Plan	Other Planning Documents
Design	7, 14	CP8,	CS18		

Natural Environment	9, 11, 13		CS4		
Social and community	8	SR5, SR2,			
Environmental	10				Energy Statement TAN
Misc	5	CP.13, CP.24, CP.25		MP1	Telecommunications SPD, External Wall Insulation TAN,

9. CONSULTATION RESPONSES

- 9.1. Site notices were displayed around the application site on 16th February 2018 and an advertisement was published in The Oxford Times newspaper on 15th February 2018.

Statutory and Non-Statutory Consultees

Oxfordshire County Council (Highways)

- 9.2. The highways authority had no comments to make.

Public representations

- 9.3. 1 local person commented on this application from an address in Cutteslowe Park.

In summary, the main points raised were:

- Choice of materials (timber potentially standing out more than existing)
- Dislike of one parking spot

Officer Response

- 9.4. The choice of material is considered acceptable, due to its location and small scale the cladding will not stand out more than the existing brick.
- 9.5. The parking space layout and arrangements are not part of this application.

10. PLANNING MATERIAL CONSIDERATIONS

- 10.1. Officers consider the determining issues to be:

- i. Design;
- ii. Neighbouring amenity
- iii. Sustainability.

i. Design and Impact on Character of Surrounding Area

- 10.2. The existing one storey building is used by the parks department of the City Council for some offices and storage. The office building has been appended to the older garage block.
- 10.3. The proposed changes would convert part of the storage to office space, and replace an old garage door with upvc windows on the east elevation. It is proposed to provide new roof insulation and external timber cladding to the west, south and north elevations.
- 10.4. The main entrance would have an extended ramp installed to improve accessibility.
- 10.5. The proposal is considered to make discreet and modest design alterations while respecting the nature and location of the building. The proposal represents a design improvement and would also make the environmental performance of the building more efficient. As a result, the development meets the requirements of Policy CP1, CP8, CP10 and CP13 of the Oxford Local Plan 2001-2016 and Policy CS18 of the Core Strategy (2011).

ii. Impact on Neighbouring Amenity

- 10.6. The proposal would not detrimentally alter the amenity of any nearby residential occupiers. There is a substantial distance of over 20m to the nearest residential property (Cutteslowe Farmhouse). The proposals would not have a detrimental impact to the enjoyment of the park other than external changes to a small scale utilitarian building.
- 10.7. The building will become more accessible for existing and future users by providing better entrance arrangement and better internal accessible facilities.
- 10.8. The proposal would therefore accord with national and local planning policies and is considered acceptable in terms of its impact on neighbours, specifically in relation to Policies CP1 of the Oxford Local Plan 2001-2016 and Policy HP14 of the Sites and Housing Plan (2013).

iii. Sustainability and Energy

- 10.9. The proposal would create a better thermally insulated building, and improve the sustainability of the existing inadequate office and storage space. The existing building can therefore be improved and used more efficiently. The proposals

therefore represent more sustainable development for the purposes of Policies CP6 and CP10 of the Oxford Local Plan 2001-2016 and Policy CS9 of the Core Strategy (2011).

11. CONCLUSION

- 11.1. The proposed alterations would provide a better use of the building while providing more and better office accommodation, improving accessibility and thermal insulation. The proposal is in accordance with local and national policies and is therefore acceptable.
- 11.2. It is recommended that the Committee resolve to grant planning permission for the development proposed subject to conditions.

12. CONDITIONS

- 1 The development to which this permission relates must be begun not later than the expiration of three years from the date of this permission.
- Reason: In accordance with Section 91(1) of the Town and Country Planning Act 1990 as amended by the Planning Compulsory Purchase Act 2004.
- 2 The development permitted shall be constructed in complete accordance with the specifications in the application and approved plans listed below, unless otherwise agreed in writing by the local planning authority.
- Reason: To avoid doubt and to ensure an acceptable development as indicated on the submitted drawings in accordance with policy CP1 of the Oxford Local Plan 2001-2016.
- 3 Except where indicated otherwise on the drawings hereby approved, all external works and finishes and all materials shall be as stated in the application form, and there shall be no change unless otherwise agreed in writing by the Local Planning Authority.
- Reason: To ensure a satisfactory appearance in accordance with policies CP1, CP8 and CP10 of the Adopted Oxford Local Plan 2001-2016 and policy CS18 of the Oxford Core Strategy 2026 and HP9 of the Oxford Sites and Housing Plan.

13. APPENDICES

Appendix 1 – Site Location Plan

14. HUMAN RIGHTS ACT 1998

- 14.1. Officers have considered the implications of the Human Rights Act 1998 in reaching a recommendation to approve this application. They consider that the interference with the human rights of the applicant under Article 8/Article 1 of Protocol 1 is justifiable and proportionate for the protection of the rights and freedom of others or the control of his/her property in this way is in accordance with the general interest.

15. SECTION 17 OF THE CRIME AND DISORDER ACT 1998

15.1. Officers have considered, with due regard, the likely effect of the proposal on the need to reduce crime and disorder as part of the determination of this application, in accordance with section 17 of the Crime and Disorder Act 1998. In reaching a recommendation to grant planning permission, officers consider that the proposal will not undermine crime prevention or the promotion of community.

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