

# Agenda

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## East Area Planning Committee

Date: **Wednesday 1 February 2012**

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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:

**Mathew Metcalfe, Democratic Services Officer**

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If you would like help to understand this document please call Mathew Metcalfe, Democratic Services Officer on or email [mmetcalfe@oxford.gov.uk](mailto:mmetcalfe@oxford.gov.uk) in advance of the meeting.

# East Area Planning Committee

## Membership

<b>Chair</b>	<b>Councillor Roy Darke</b>	Headington Hill and Northway;
<b>Vice-Chair</b>	<b>Councillor David Rundle</b>	Headington;
	<b>Councillor Stephen Brown</b>	Carfax;
	<b>Councillor Mary Clarkson</b>	Marston;
	<b>Councillor Van Coulter</b>	Barton and Sandhills;
	<b>Councillor Jean Fooks</b>	Summertown;
	<b>Councillor Bryan Keen</b>	Cowley;
	<b>Councillor Gill Sanders</b>	Littlemore;
	<b>Councillor Dick Wolff</b>	St. Mary's;

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# AGENDA

## Pages

**1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

**2 DECLARATIONS OF INTEREST**

Councillors serving on the Committee are asked to declare any personal or prejudicial interests they may have in any of the following items.

**3 PART TERRITORIAL ARMY CENTRE, SLADE BARRACKS,  
MASCALL AVENUE, OXFORD - 11/02946/FUL**

1 - 6

The Head of City Development has submitted a report which details an application for a variation of condition 15 of planning permission 09/02802/VAR to allow occupation of the development by students in full time education on courses of one academic year or more.

Officer recommendation: Approve subject to conditions.

**4 JOHN RADCLIFFE HOSPITAL - 11/02888/FUL**

7 - 14

The Head of City Development has submitted a report which details an application for a two storey extension to the existing Women's Unit, containing ground floor plant room and first floor new born intensive care unit.

Officer recommendation: Approve subject to conditions.

**5 51 LITTLEMORE ROAD, OXFORD - 11/02885/FUL**

15 - 24

The Head of City Development has submitted a report which details a planning application for the subdivision of existing garden serving 51 Littlemore Road. Demolition of existing garages and erection of detached 2 storey, 4 bedroom dwelling and provision of 2 car parking spaces with access off Van Diemens Lane. Provision of bin and cycle stores and private amenity space.

Officer recommendation: Approve subject to conditions.

**6 34 FERRY ROAD, OXFORD - 11/02937/FUL**

25 - 32

The Head of City Development has submitted a report which details a planning application to vary condition 3 (opening hours) and 6 (no bell ringing) of planning permission 08/02532/FUL to allow evening services (twice yearly) and ringing of bells before church services on Saturdays (5.30pm) and Sundays (10.30am) and for weddings, funerals and feast days.

Officer recommendations: Approve subject to conditions.

**7 9 MOODY ROAD, OXFORD - 11/02950/FUL**

33 - 40

The Head of City Development has submitted a report which details a planning application for a proposed new 2 bed dwelling to side of 9 Moody Road.

Officer recommendation: Approve subject to conditions.

**8 PLANNING APPEALS**

41 - 44

To receive information on planning appeals received and determined during December 2011.

The Committee is asked to note this information.

**9 FORTHCOMING PLANNING APPLICATIONS**

These items are for information only and are not for discussion or determination at this meeting.

- (1) Former Dominion Oils Site, Railway Lane, Oxford – 11/02189/OUT – Outline application (seeking access and layout) for residential redevelopment of site including the erection of 78 flats and houses comprising 3x5 bedroom houses, 4x4 bed houses, 32x3 bed houses, 20x2 bed houses and 13x1 bed houses and 6x2 bed houses. Access road, footpaths and car parking.
- (2) Land between 38 and 40 Cardinal Close, Oxford – 11/03011/CT3 – Outline application for the erection of 3x3 bed units with associated parking and bin storage (all matters reserved) (amended description).
- (3) Garage court adjoining 102 Leiden Road, Oxford – 11/03012/CT3 – Outline permission for demolition of garage block. Erection of 3x3 bed units with associated parking and bin store.
- (4) Garage block on the corner of Kendall Crescent and David Walker Close, Oxford – 11/03013/CT3 – Outline permission for demolition of garage block. Erection of 2x2 bed and 1x3 bed units, associated parking and bin storage.
- (5) Garages adjacent to 14 David Walter Close, Oxford – 11/03014/CT3 – Outline permission for demolition of garage block. Erection of 2x3 bed units, associated parking and bin storage.
- (6) 51 Green Road, Oxford – 11/02890/FUL – Retention of outbuilding to rear, incorporating reduction to size and removal of existing garage.
- (7) Temple Court Business Centre, 107 Oxford Road, Oxford – 11/02960/FUL – Conversion of offices to form 6 flats (2x3 bed, 3x2 bed and 1x1 bed) and 1x3 bed house, gardens, car parking, cycle parking, refuse storage and landscaping.

- (8) Headington Preparatory School, 26 London Road, Oxford – 11/02528/FUL – Construction of two storey entrance foyer. Single storey extension to form kitchen. First floor extension to provide store and teaching space. Two storey extension to provide cloakroom. New entrance lobby at rear with canopy over library.
- (9) 10 Stephen Road, Oxford – 12/00036/EXT – Application to extend the time limit for implementation of planning permission 08/01961/FUL (Demolition of existing property to create 4x3 bed houses, 3x1 bed apartments and 1x2 duplex apartment. On plot car parking. Retention of existing commercial unit and parking at rear).
- (10) Part Manzil Way Gardens and 205 Cowley road, Oxford – 12/00028/VAR – Variation of condition 3 of planning permission 09/00731/FUL to allow student accommodation to be occupied by students in full time education of one academic year or more.

**10 MINUTES**

45 - 50

Minutes of the meeting held on 4<sup>th</sup> January 2012.

**11 DATES OF FUTURE MEETINGS**

Wednesday 7 March 2012 (and 8 March if necessary)  
Tuesday 3 April 2012 (and 5 April if necessary)

## **DECLARING INTERESTS**

What is a personal interest?

You have a personal interest in a matter if that matter affects the well-being or financial position of you, your relatives or people with whom you have a close personal association more than it would affect the majority of other people in the ward(s) to which the matter relates.

A personal interest can affect you, your relatives or people with whom you have a close personal association positively or negatively. If you or they would stand to lose by the decision, you should also declare it.

You also have a personal interest in a matter if it relates to any interests, which you must register.

### **What do I need to do if I have a personal interest?**

You must declare it when you get to the item on the agenda headed "Declarations of Interest" or as soon as it becomes apparent to you. You may still speak and vote unless it is a prejudicial interest.

If a matter affects a body to which you have been appointed by the authority, or a body exercising functions of a public nature, you only need declare the interest if you are going to speak on the matter.

### **What is a prejudicial interest?**

You have a prejudicial interest in a matter if;

- a) a member of the public, who knows the relevant facts, would reasonably think your personal interest is so significant that it is likely to prejudice your judgment of the public interest; and
- b) the matter affects your financial interests or relates to a licensing or regulatory matter; and
- c) the interest does not fall within one of the exempt categories at paragraph 10(2)(c) of the Code of Conduct.

### **What do I need to do if I have a prejudicial interest?**

If you have a prejudicial interest you must withdraw from the meeting. However, under paragraph 12(2) of the Code of Conduct, if members of the public are allowed to make representations, give evidence or answer questions about that matter, you may also make representations as if you were a member of the public. However, you must withdraw from the meeting once you have made your representations and before any debate starts.

## **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. A full Planning Code of Practice is contained in the Council's Constitution.

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;

(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;

  - (d) 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 Officer/s and/or other speaker/s); and
  - (e) voting members will debate and determine the application.
4. Members of the public wishing to speak must send an e-mail to [planningcommittee@oxford.gov.uk](mailto:planningcommittee@oxford.gov.uk) before 10.00 am on the day of the meeting giving details of your name, the application/agenda item you wish to speak on and whether you are objecting to or supporting the application (or complete a 'Planning Speakers' form obtainable at the meeting and hand it to the Democratic Services Officer or the Chair at the beginning of the meeting)
5. 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,
6. 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; and
  - (d) seek to re-design, or negotiate amendments to, an application. The Committee must determine applications as they stand and may impose appropriate conditions.

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# Agenda Item 3

**EAST AREA PLANNING COMMITTEE**

1<sup>st</sup> February 2012

**Application Number:** 11/02946/VAR

**Decision Due by:** 14th February 2012

**Proposal:** Variation of condition 15 of planning permission 09/02802/VAR to allow occupation of the development by students in full time education on courses of one academic year or more.

**Site Address:** Part Territorial Army Centre Slade Barracks Mascall Avenue Oxford Oxfordshire – Appendix 1

**Ward:** Churchill Ward

**Agent:** John Philips Planning Consultancy

**Applicant:** Slade Properties Ltd

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**Recommendation:** APPROVE

Reason for Approval

- 1 In light of changes to policies in the development plan resulting from the adoption of the Oxford Core Strategy 2026, new student accommodation developments are no longer required to be restricted to students attending either the University of Oxford or Oxford Brookes University. Consequently the variation of the condition to allow occupation by all full time students of Oxford academic institutions is considered acceptable and in compliance with policies CP1 of the Oxford Local Plan 2001-2016 and policy CS25 of the Oxford Core Strategy 2026.

subject to the following conditions, which have been imposed for the reasons stated:-

- 1 Approved Plans
- 2 Planning Permission
- 3 Student Accommodation Occupiers
- 4 No Cars

## **Main Local Plan Policies:**

### **Oxford Local Plan 2001-2016**

**CP1** - Development Proposals  
**CP6** - Efficient Use of Land & Density  
**CP8** - Design Development to Relate to its Context  
**CP9** - Creating Successful New Places  
**CP10** - Siting Development to Meet Functional Needs  
**TR3** - Car Parking Standards  
**TR4** - Pedestrian & Cycle Facilities  
**HS19** - Privacy & Amenity

### **Core Strategy**

**CS2** - Previously developed and greenfield land  
**CS17** - Infrastructure and developer contributions  
**CS25** - Student accommodation

### **Other Material Considerations:**

**PPS1** – Delivering Sustainable Development  
**PPG13** – Transport

### **Relevant Site History:**

06/01703/OUT - Demolition of existing buildings and structures. Outline application (seeking layout and access) for 276 student study rooms and communal facilities; 32 flats (14x1 bed, 18 x 2 bed); and 21 houses (15 x 3 bed, 4 x 4 bed, and 2 x 5 bed) on 2, 3 and 4 levels. Provision of 12 car parking spaces to serve student accommodation, and 82 spaces to serve residential accommodation. Amended access at junction of Blackstock Close and Horspath Driftway, public open space and ancillary facilities - Permitted 12th June 2007.

07/02261/FUL - Demolition of all existing buildings and structures on site, and closure of Mascall Avenue

(i) Erection of 353 student study rooms and ancillary facilities on 3 and 4 levels in linked blocks, with entrance from Horspath Driftway. Provision 180 cycle parking spaces plus 10 car parking spaces accessed via Blackstock Close.

(ii) Erection of 15x1 bed flats, 25x2 bed flats, 9x3 bed flats and 18x3 bed houses and 5x4 bed houses on 3 levels. Provision of 109 car parking spaces, 128 cycle parking spaces, bin stores and landscaping, accessed from Blackstock Close. (Amended plans and description) - Permitted 27th June 2008.

09/01205/FUL - Erection of 374 Student study rooms in linked blocks on 3 and 4 floors. Provision of 10 car parking spaces, 187 cycle parking spaces, bin storage facilities and landscaping. (Amendment to planning permission 07/02261/FUL) - Permitted 18th November 2009.

09/02802/VAR - Variation of condition 16 of planning permission 09/01205/FUL to allow occupation by students outside term time - Permitted 6th April 2010.

**Representations Received:**

No comments received

**Statutory and Internal Consultees:**

Environment Agency – No objection.

**Officers Assessment:**

Site Description

1. The application site relates to a student accommodation development located off Horspath Driftway and accessed via Blackstock Close. The land was formerly used as a Territorial Army centre. The site was relatively recently redeveloped following the grant of planning permission in 2007 to provide student accommodation comprising 374 bedrooms as well as 15x1 bed flats, 25x2 bed flats, 9x3 bed flats, 18x3 bed houses and 5x4 bed houses and associated car/cycle parking, landscaping etc. This development has now been completed.

Description of Proposal

2. The application seeks consent to vary condition 15 of planning permission 09/02802/VAR so as to allow occupation of the 374 student rooms by any full time student of an Oxford academic institution rather than solely those of the University of Oxford or Oxford Brookes University.

Impact of Allow Occupation by Students of any Oxford Academic Institution

3. The previously approved applications were assessed against the Council's adopted Local Plan which included policy HS14. This policy, inter alia, required new student accommodation developments to be restricted to housing students of the University of Oxford or Oxford Brookes University only. It was against this policy as well as others of the development plan that the previous planning applications were considered and hence an appropriately worded condition restricting occupancy to full-time students of these two universities was imposed.

4. Following the Examination in Public of the Council's now adopted Oxford Core Strategy 2026 the Inspector considered that continuing a planning policy restricting student accommodation to the University of Oxford and Oxford Brookes University was both unnecessary and unfair on other academic institutions. Consequently this policy requirement was not included in the final Adopted Oxford Core Strategy 2026 which included student accommodation policies that superseded those of the Local Plan.

5. On the basis of this recent development plan policy change, condition 15 of planning permission 09/02802/VAR is no longer considered to be reasonable or relevant to continue to make the student development acceptable.

6. Notwithstanding the above, the use of the student accommodation by students

of other academic institutions would not change the nature or intensity of use of the development and therefore there would be no consequent increase in any adverse environmental, highway or amenity impacts.

**Conclusion:**

7. The variation of condition 15 of planning permission 09/02802/VAR to allow occupation by students of any academic institution in Oxford would accord with policy CS25 of the Core Strategy which, in March 2011, superseded policy HS14 of the Local Plan under which the proposed condition variation would previously have been unacceptable. Consequently officers recommend that the application be approved.

**Human Rights Act 1998**

Officers have considered the Human Rights Act 1998 in reaching a recommendation to grant planning permission, subject to conditions. Officers have considered the potential interference with the rights of the owners/occupiers of surrounding properties under Article 8 and/or Article 1 of the First Protocol of the Act and consider that it is proportionate.

Officers have also considered the interference with the human rights of the applicant under Article 8 and/or Article 1 of the First Protocol caused by imposing conditions. Officers consider that the conditions are necessary to protect the rights and freedoms of others and to control the use of property in accordance with the general interest. The interference is therefore justifiable and proportionate.

**Section 17 of the Crime and Disorder Act 1998**

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 approve, officers consider that the proposal will not undermine crime prevention or the promotion of community safety.

**Background Papers:** 06/01703/OUT, 07/02261/FUL, 09/01205/FUL, 09/02802/VAR & 11/02946/VAR

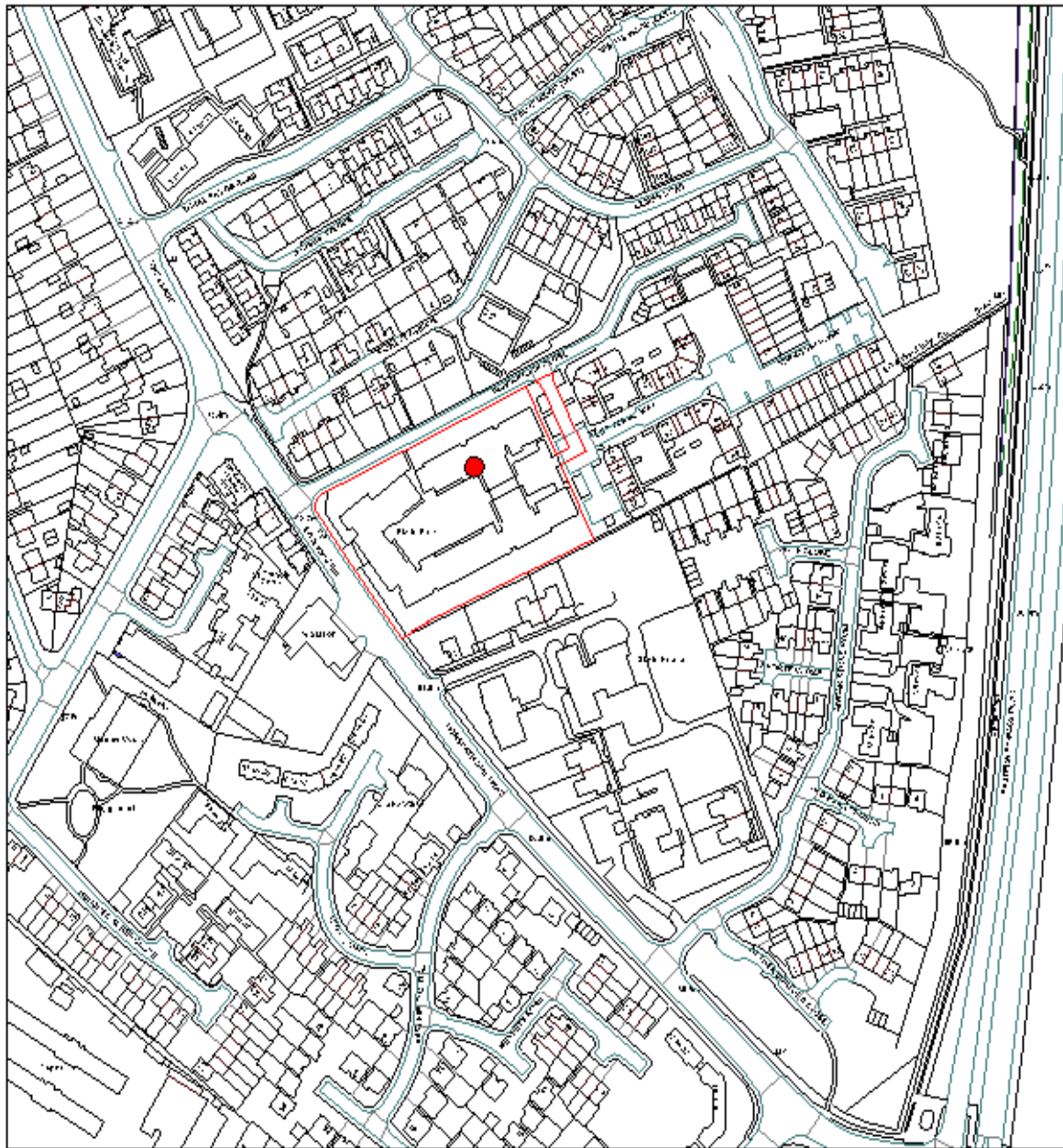
**Contact Officer:** Matthew Parry

**Extension:** 2160

**Date:** 20<sup>th</sup> January 2012

# Appendix 1

## Former Territorial Area Centre, Blackstock Close, Oxford



Scale : 1:2609

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<b>Organisation</b>	Oxford City Council
<b>Department</b>	City Development
<b>Comments</b>	11/02946/VAR
<b>Date</b>	20 January 2012
<b>SLA Number</b>	Not Set

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**East Area Committee**

1<sup>st</sup> February 2012

**Application Number:** 11/02888/FUL

**Decision Due by:** 18th January 2012

**Proposal:** Two storey extension to the existing Women's unit, containing ground floor plant room and first floor new born intensive care unit.

**Site Address:** John Radcliffe Hospital Headley Way (site plan at **Appendix 1**)

**Ward:** Headington Ward

**Agent:** Keppie Design

**Applicant:** Oxford University Hospitals  
NHS Trust

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## **Recommendation:**

APPLICATION BE APPROVED

For the following reasons:

- 1 The proposal is considered acceptable as it forms an appropriate relationship with the existing Woman's Unit and will provide the additional number of intensive care cots required to meet targets as set out by the Department of Health. Due to the proposal's location there, will be no impact on the amenity of neighbouring residential properties in terms of noise.

Although 5 good quality trees are lost as a direct impact of the scheme, the proposal identifies another site nearby where new replacement trees can be planted and which, by virtue of this location being more open, this will ultimately offer more public visual amenity value. Given the proposed use of the site this is considered to be an acceptable (justified) level of impact to public amenity, and adequate mitigation is available, which can be secured in detail by condition.

- 2 The Council considers that the proposal accords with the policies of the development plan as summarised below. It has taken into consideration all other material matters, including matters raised in response to consultation and publicity. Any material harm that the development would otherwise give rise to can be offset by the conditions imposed.

subject to the following conditions, which have been imposed for the reasons stated:-

- 1 Development begun within time limit
- 2 Develop in accordance with approved plans
- 3 Materials
- 4 Landscape plan required
- 5 No felling lopping cutting
- 6 Landscape carry out after completion
- 7 Tree Protection Plan (TPP) 2

**Main Local Plan Policies:**

**Oxford Local Plan 2001-2016 (OLP)**

- CP1** - Development Proposals
- CP6** - Efficient Use of Land & Density
- CP8** - Design Development to Relate to its Context
- CP9** - Creating Successful New Places
- CP10** - Siting Development to Meet Functional Needs
- CP11** - Landscape Design
- CP21** - Noise
- NE15** - Loss of Trees and Hedgerows
- DS37** - John Radcliffe Hos Site - Hospital Use

**Oxford Core Strategy (OCS)**

- CS18\_** - Urb design, town character, historic env
- CS30\_** - Hospitals and medical research

**Sites and Housing Development Plan Document** (proposed submission consultation January 2012) (**SHDPD**)

- SP23** - John Radcliffe Hospital Site

**Other Material Considerations:**

PPS1 Delivering Sustainable Development

**Relevant Site History:**

Numerous planning permissions exist on the hospital site but nothing specifically relevant to the application site.

**Representations Received:**

None



## **Statutory Consultees:**

Highway Authority: no objection

## **Issues**

Principle

Design

Noise

Trees

## **Officers Assessment:**

### **Site Description**

1. The application site is adjacent to the existing Neo-natal Intensive Care Unit (NICU) which is located within the Woman's Unit at the John Radcliffe Hospital (JR) and it will provide a direct link to the current facilities. It is to be located on the north elevation adjacent to the link bridge.
2. This location was chosen as it is away from the main entrances to the Woman's Unit and the A&E facility. It is therefore in a relatively isolated area which provides a suitably quiet environment for a patient group which is susceptible to loud noises or sudden changes in noise volume. The north facing aspect also has the advantage of providing natural light but avoids solar glare or gain which would be associated with a south facing building.

### **Proposal**

3. The application is seeking permission for the erection of a two storey extension to the existing NICU. The NICU provides specialist care, high dependency and intensive care for new born babies and sometimes their mothers. The JR is a regional referral centre for neonatal intensive care and has identified a need for a substantial increase in the number of intensive care cots required in order to meet the targets set out by the Department of Health.
4. The first floor of the proposed extension will provide an additional 16 intensive care cots along with a number of clinical supporting spaces. The ground floor will provide plant accommodation for the new NICU and for the planned upgrade of the current environmental services within the existing Women's Unit.

### **Assessment**

#### **Principle**

5. In general the proposal meets the requirements of Policy CS30 of the OCS, DS37 of the OLP and SP23 of the Sites and Housing Development Plan

Document (proposed submission consultation January 2012) in that the policies require hospital related activities to be retained on the existing site.

6. The City Council recently approved the Sites and Housing Development Plan Document which will now go out to consultation before examination by an Inspector. It will form part of Oxford's Development Framework and although not adopted it does carry weight as a material consideration in determining planning applications.

## **Design**

7. Policy CS18 of the Core Strategy (CS) states planning permission will only be granted for development that demonstrates high quality urban design. This is reiterated in policies CP1 and CP8 of the Oxford Local Plan (OLP). Policy CP1 states that planning permission will only be granted for development that respects the character and appearance of the area and which uses materials of a quality appropriate to the nature of the development, the site and its surroundings.
8. The ground floor plant room is set back from the edges of the accommodation above, which will reduce its footprint in an already built up area. It will also reduce the impact on pedestrian movement around the site.
9. The scale of the building relates to the existing it that it is the same height and it is simple in form. The ground floor is to be clad in silver grey facing blocks with aluminium louvers whilst the first floor is to be clad in a rain screen cladding system in RAL7000 colour (squirrel grey). The vertical glazing at first floor level will break up the mass of the building whilst providing natural light into the NICU. A condition is recommended to ensure the materials used are as specified in the application.

## **Noise**

10. Policy CP21 of the OLP states planning permission will be refused for developments which will cause unacceptable noise. Particular attention will be given to noise levels close to noise-sensitive developments; and in public and private amenity space, both indoor and outdoor. Environmental Health Officers have raised no objections to the application as the plant room is on the ground floor surrounded by other buildings in the middle of the site so is not likely to impact on the amenity of neighbouring residential properties.

## **Trees**

11. Four hornbeam trees of age class between young and mature and a semi-mature maple are lost to the proposal. These were clearly planted as a landscape feature to soften the visual appearance of adjacent buildings. They are good quality trees but are only visible from a very limited field of view within the immediate vicinity of the location. The impact therefore in terms of lost visual amenity from the removal of the trees will be insignificant. Two

semi-mature beech trees and an oak that stand to the north-western end of the group are shown to be retained

12. The application details provide indicative new tree planting locations by way of mitigation for the proposal's arboricultural impacts. There is no detail provided but the locations are acceptable which, by virtue of their locations being more open, this will ultimately offer more public visual amenity value.
13. Given the proposed use of the site the impacts of the proposal are considered acceptable in terms of adopted local plan policies CP1, CP11 and NE15; adequate mitigation for landscape impacts proposed, which can be secured in detail by condition.

### **Conclusion:**

For the reasons given above and taking into account all other matters raised Officers conclude that the proposal accords with all the relevant policies within the Oxford Core Strategy 2026 and the Oxford Local Plan 2001-2016 and therefore recommends approval as it forms an appropriate relationship with the existing Woman's Unit and will provide the additional number of intensive care cots required to meet targets as set out by the Department of Health. Due to the proposal's location there will be no impact on the amenity of neighbouring residential properties in terms of noise.

Although 5 good quality trees are lost as a direct impact of the scheme, the proposal identifies another site nearby where new replacement trees can be planted and which, by virtue of this location being more open, this will ultimately offer more public visual amenity value. Given the *raison d'être* of the site this is considered to be an acceptable (justified) level of impact to public amenity, and adequate mitigation is available, which can be secured in detail by condition.

### **Human Rights Act 1998**

Officers have considered the Human Rights Act 1998 in reaching a recommendation to grant planning permission, subject to conditions. Officers have considered the potential interference with the rights of the owners/occupiers of surrounding properties under Article 8 and/or Article 1 of the First Protocol of the Act and consider that it is proportionate.

Officers have also considered the interference with the human rights of the applicant under Article 8 and/or Article 1 of the First Protocol caused by imposing conditions. Officers consider that the conditions are necessary to protect the rights and freedoms of others and to control the use of property in accordance with the general interest. The interference is therefore justifiable and proportionate.

### **Section 17 of the Crime and Disorder Act 1998**

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 safety.

**Background Papers:**

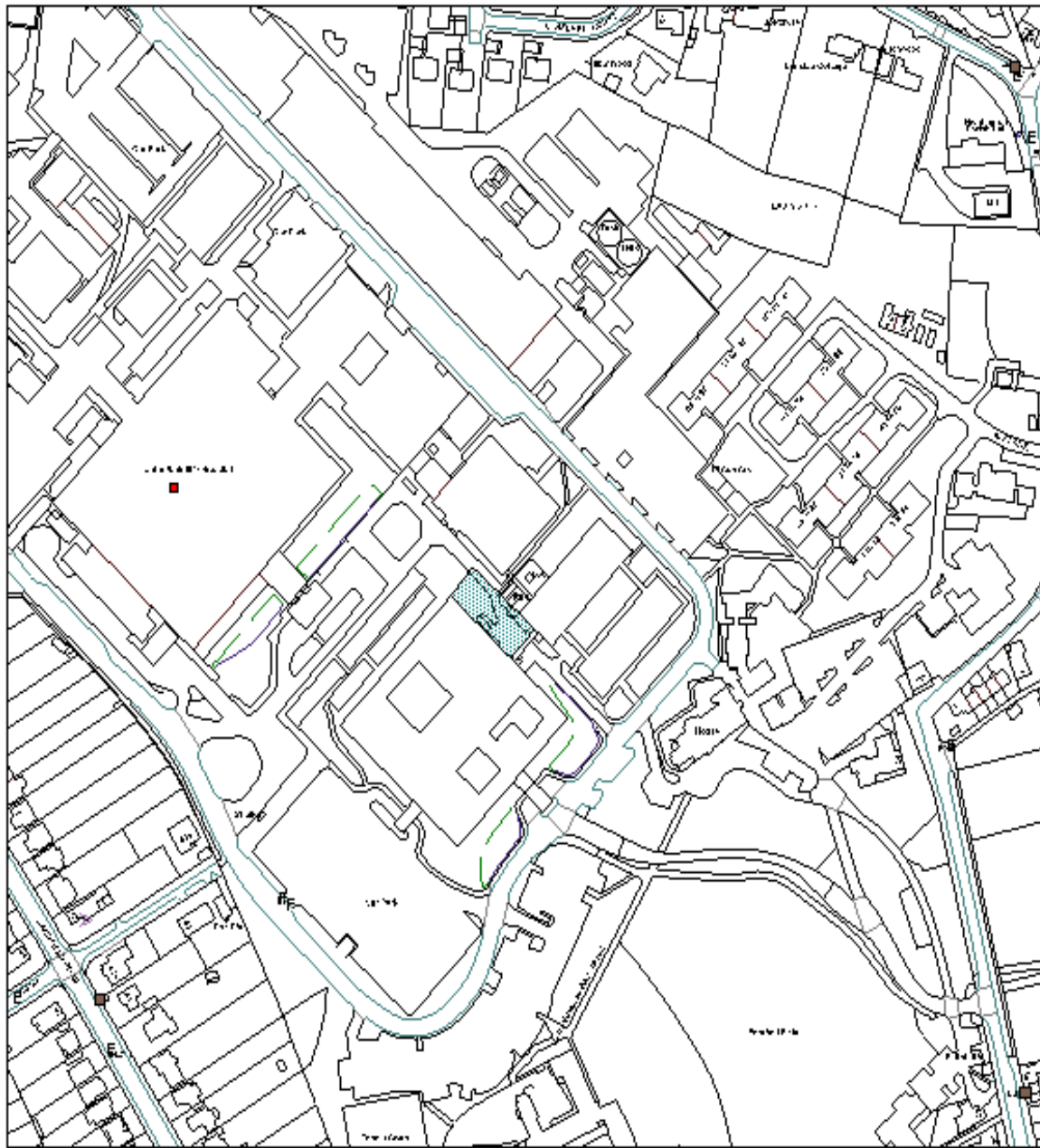
**Contact Officer:** Lisa Green

**Extension:** 2614

**Date:** 17<sup>th</sup> January 2012

# Appendix 1

11/02888/FUL John Radcliffe Hospital



Scale : 1:2500



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Ordnance Survey 100019348.

Organisation	Not Set
Department	Not Set
Comments	Not Set
Date	17 January 2012
SLA Number	Not Set

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East Area Committee

1<sup>st</sup> February 2012

**Application Number:** 11/02885/FUL

**Decision Due by:** 4th January 2012

**Proposal:** Subdivision of existing garden serving 51 Littlemore Road. Demolition of existing garages and erection of detached 2 storey, 4 bedroom dwelling provision of 2 car parking spaces access off Van Diemens Lane. Provision of bin and cycle stores and private amenity space.

**Site Address:** 51 Littlemore Road Oxford (Site plan attached at **Appendix 1**)

**Ward:** Littlemore Ward

**Agent:** Demarcation Design

**Applicant:** Mr P Carney

**Application Called in –** by Councillors – Tanner, Lloyd-Shogbesan, Timbs and Sinclair  
for the following reasons – overdevelopment and local concern

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## **Recommendation:**

APPLICATION BE APPROVED

For the following reasons:

- 1 The proposal is considered acceptable as the site lies within an accessible urban area and its development is consistent with policies encouraging the efficient use of land and it will add to the balance and mix of dwellings within the area. It is considered to form an appropriate relationship with and respect the character and appearance of the area and does not impact on the immediate neighbours in a detrimental way. It also provides adequate amenity space, cycle parking and car parking. Given the plot can adequately provide all the requirements of the Oxford Local Plan 2001-2016 it is not considered to be an overdevelopment of the site.
- 2 Officers have considered carefully all objections to these proposals. Officers have come to the view, for the detailed reasons set out in the officers report, that the objections do not amount, individually or cumulatively, to a reason for refusal and that all the issues that have been raised have been adequately addressed and the relevant bodies consulted.

- 3 The Council considers that the proposal accords with the policies of the development plan as summarised below. It has taken into consideration all other material matters, including matters raised in response to consultation and publicity. Any material harm that the development would otherwise give rise to can be offset by the conditions imposed.

subject to the following conditions, which have been imposed for the reasons stated:-

- 1 Development begun within time limit
- 2 Develop in accordance with approved plans
- 3 Samples
- 4 Vision Splays
- 5 Vehicles/cycles/bins
- 6 Surface Water Run Off
- 7 Sustainability
- 8 Remove outbuildings
- 9 Landscape plan required
- 10 Landscape carry out by completion
- 11 Design - no additions to dwelling
- 12 Amenity no additional windows
- 13 No outbuildings 51 Littlemore Rd

**Main Local Plan Policies:**

**Oxford Local Plan 2001-2016 (OLP)**

- CP1** - Development Proposals
- CP6** - Efficient Use of Land & Density
- CP8** - Design Development to Relate to its Context
- CP10** - Siting Development to Meet Functional Needs
- CP11** - Landscape Design
- TR3** - Car Parking Standards
- TR4** - Pedestrian & Cycle Facilities
- HS19** - Privacy & Amenity
- HS20** - Local Residential Environment
- HS21** - Private Open Space



## **Oxford Core Strategy (OCS)**

**CS2\_** - Previously developed and greenfield land

**CS9\_** - Energy and natural resources

**CS18\_** - Urb design, town character, historic env

**CS22\_** - Level of housing growth

**CS23\_** - Mix of housing

**Sites and Housing Development Plan Document (SHDPD)** (proposed submission consultation January 2012)

**HP2** – Accessible and Adaptable Homes

**HP9** – Design, Character and Context

**HP10** – Developing Residential Gardens

**HP11** – Low Carbon Homes

**HP12** – Indoor Space

**HP13** – Outdoor Space

**HP14** – Privacy and Daylight

**HP15** – Residential Cycle Parking

**HP16** – Residential Car Parking

### **Other Material Considerations:**

PPS1 Delivering Sustainable Development

PPS3 Housing

Supplementary Planning Document: Parking Standards, TAs and TPs Adopted Feb 2007.

Supplementary Planning Document Balance of Dwellings Adopted Jan 2008.

Better Places to Live 2002

### **Relevant Site History:**

76/00219/A\_H - Erection of garage and extension to house to form Loggia, W.C., porch and extension to kitchen. PER 11th August 1976.

76/00245/SON\_H - Formation of vehicular access. PER 13th July 1976.

94/00030/NF - Two storey side extension and single storey front and rear extension including new pitch roof over existing rear addition (Amended plans). PER 12th May 1994.

11/01564/FUL - Sub-division of existing garden serving 51 Littlemore Road. Demolition of existing garages, erection of a detached two-storey 4 bedroom dwelling, creation of 2 car parking spaces accessed from an existing vehicular access onto Van Diemens Lane (Amended Plans). WDN 3rd August 2011.

### **Representations Received:**

49 Littlemore Road: overlooking, loss of privacy, loss of light, loss of view, overdevelopment, doesn't comply with 45/25 degree rule in relation to ground floor

windows and French doors, poor design, garden grabbing.

1 Van Diemans Lane: overdevelopment, too high, intrusive, lack of parking, inadequate access,

3 Van Diemans Lane: development too high, lack of parking, loss of parking, overdevelopment.

1A Van Diemans Lane: close to adjoining properties, too high, inadequate car parking, increase in traffic, loss of light, loss of privacy, out of keeping, over development.

55 Littlemore Road: close to adjoining properties, too high, inadequate car parking, loss of light, loss of privacy, out of keeping.

47 Littlemore Road: close to adjoining properties, too high, loss of light, loss of privacy

53 Littlemore Road: overlooking, loss of privacy, overbearing, loss of sunlight/daylight, loss of view, increase in noise, greenfield land, loss of car parking.

### **Statutory and Internal Consultees:**

Thames Water Utilities Ltd: no objection

Highways Authority: no objections subject to conditions regarding SUDS and vision splays

### **Issues:**

Principle  
Design  
Residential Amenity  
Car Parking  
Cycle Parking  
Sustainability

### **Officers Assessment:**

#### **Site Description**

1. The application site comprises the rear half of the garden to 51 Littlemore Road which has access of Van Diemans Lane. Van Diemans Lane comprises a mix of semi detached and detached residential properties. The site currently has a detached garage located on it for two cars.

#### **Proposal**

2. The application is seeking permission for the erection of a detached 2 storey, 4 bed dwelling in the rear garden of 51 Littlemore Road with access off Van Diemans Lane.

## Assessment

### Principle

3. In June 2010, Annexe B to PPS3 was changed in respect of domestic gardens in that they are no longer included within the definition of 'previously developed land'. Whilst this does not constitute an embargo on new housing development involving garden land, it is now necessary to assess the value of the site and whether its loss as open, garden land would detract from the character and appearance of the area.
4. The revised PPS3 does not outlaw garden development; when considering such proposals, decision-makers will need to balance carefully the need to comply with the overall objectives of government planning policy and a general requirement to help to deliver new housing in accordance with relevant targets, against the general need to ensure that existing amenity levels are not unacceptably harmed.
5. PPS3 also identifies the need to make efficient use of land and this is reflected in Policy CP6 of the Oxford Local Plan which states that development proposals should make efficient use of land by making the best use of site capacity. However it goes on to say that this should be in a manner that does not compromise the character of the surrounding area.
6. The site is currently occupied by a double flat roof garage therefore it is considered that the open, garden land has already been lost due to the garage therefore the inclusion of the new dwelling would not detract from the character and appearance of the area given its design and use of materials.
7. The City Council has recently approved the Site and Housing Development Plan Document (SHDPD) which will now go out to consultation before examination by an Inspector. It forms part of Oxford's Development Framework and although not adopted it does carry weight as a material consideration in determining planning applications. The SHDPD adds credence to the use of residential garden land for residential development as it seeks to strike a balance between the contribution of gardens to the local character and the need to ensure that suitable land can be used for well-designed residential developments. Therefore the approach within this proposal is consistent with policy HP10 of the SHDPD.
8. In policy HS8 of the OLP, the City Council will have regard to the local distribution of dwelling types (including size of unit, tenure, and specialist occupation) with a view to achieving a balanced and suitable distribution of dwelling types. Policy HS8 is supported by the Balance of Dwellings Supplementary Planning Document (SPD) and provides an evidence base for the need to ensure a mix of dwelling types in the different neighbourhood areas set out in the SPD. These are red, amber and green. The site lies within an amber area. Amber shows that pressure is considerable so the Council needs to safeguard family dwellings and achieve a reasonable proportion of new family dwellings as part of the mix form new developments.

9. For residential developments of 1-3 units in an amber area there should be no loss of family units. In this instance there is no loss of any residential units and the creation of a four bed unit. Therefore in terms of the SPD the proposal is considered acceptable.

## **Design**

10. Policy CS18 of the Core Strategy (CS) states planning permission will only be granted for development that demonstrates high quality urban design. This is reiterated in policies CP1 and CP8 of the Oxford Local Plan (OLP). Policy CP1 states that planning permission will only be granted for development that respects the character and appearance of the area and which uses materials of a quality appropriate to the nature of the development, the site and its surroundings.
11. Policy CP8 of the Oxford Local Plan 2001-2016 suggests the siting, massing and design of the proposed development creates an appropriate visual relationship with the form, grain, scale, materials and details of the surrounding area.
12. The proposed new dwelling is two storey and detached. It is to be constructed in red brick and render with a clay tile simple hip roof. The bottom half is to be brick with the upper half to be rendered. To the front elevation is a double height bay window. The new dwelling is very similar in design and scale to 1 Van Diemens Lane and the proposed materials are typical of Van Diemens Lane. The proposal is therefore considered to form an appropriate relationship and respects the character and appearance of the area.
13. Landscaping is proposed to be required and implemented by conditions to ensure that the new dwelling is better assimilated into its surroundings. Samples of materials are also required to be approved for the same reason.

## **Residential Amenity**

14. Policies HS19 and CP10 of the OLP require the correct siting of new development to protect the privacy of the proposed or existing neighbouring, residential properties. The general rule of thumb for minimum "back-to-back" distance is 20m. This proposal meets this requirement and there is a back to back distance with 51 Littlemore Road of 22m. It may be argued that bedrooms facing bedrooms do not create such a serious problem as a living room/bedroom or living room/living room confrontation due to the general use of the rooms and the times they are used. Therefore Officers do not consider there to be an undesirable issue of overlooking or loss of privacy to the habitable rooms of properties fronting Littlemore Road that face back towards the site. A condition is also recommended to remove permitted development rights for further windows in order that the Council can consider whether these would be acceptable.

15. Policy HS19 of the OLP sets out guidelines for assessing development in terms of whether it will allow adequate sunlight and daylight to reach the habitable rooms of neighbouring dwellings. This policy refers to the 45/25-degree code of practice, detailed in Appendix 6 of the OLP. For the purpose of these guidelines a habitable room includes a kitchen as well as living rooms, dining rooms, studies, bedrooms and/or playrooms.
16. The proposal does not breach the 45/25-degree code in relation to the properties fronting Littlemore Road. There are windows in the side elevation of 1A Van Diemens Lane; these serve a hall, a cloak room and a kitchen. The kitchen window is the only window that the assessment of sunlight/daylight should be applied to. In the case of windows in side elevations, development will not normally be allowed to intrude over a line drawn at an angle of 45 degrees in the vertical plane from the sill. The 45 degree line is not breached when applied to this kitchen side window. The kitchen also has a window and part glazed door on the rear elevation so it is officers' opinion that the kitchen at 1A Van Diemens Lane will receive adequate sunlight and daylight.
17. Policy HS19 also allows the City Council to assess proposals in terms of sense of enclosure or being of an overbearing nature. As discussed above the "back to back" distance is 22m with 51 Littlemore Road therefore the proposal is not considered to be overbearing or create a sense of enclosure on the rear of the properties fronting Littlemore Road due to this distance. The proposed new dwelling runs along the boundary of the rear garden of 49 Littlemore Road. It is acknowledged that the proposal will be overbearing on this section of their garden however it is at the end of a 43m length garden. The majority of usage of a garden occurs close to the property where there is interaction between the indoor and outdoor spaces. It is officers' opinion therefore that the impact is not significant enough to warrant a refusal.
18. The proposal is a minimum distance of 3.9m from 1A Van Diemens Lane and a maximum distance of 6.8m and it is only 1m higher, at its highest point, than 1A Van Diemens Lane. Given its height and distance from 1A Van Diemens Lane Officers do not consider the proposal to be overbearing or create a sense of enclosure on 1A Van Diemens Lane and its garden area.
19. Policy HS21 states that planning permission will not be granted for proposals involving residential uses where insufficient or poor quality private open space is proposed. Both the existing property and the proposed will have gardens of 10m in length which meets the requirements of policy HS21. However the majority of the proposed amenity space for the existing property is covered by outbuildings leaving inadequate amenity space for the dwelling. The applicant has indicated that these outbuildings are to be removed in order to provide adequate amenity space. The removal of the outbuildings can be dealt with via a condition and another condition can be added to prevent further outbuildings being constructed in the future.

20. Concerns have been raised over the loss of views down and beyond Van Diemens Lane however it is accepted that there is no private "right to a view" that the planning system should protect.

### **Car Parking**

21. Policy TR3 of the OLP states Planning Permission will only be granted for development that provides an appropriate level of car parking spaces, no greater than the maximum parking standards shown in Appendix 3 of the OLP. The maximum provision considered for a four bed dwelling is 3 spaces. Two spaces are proposed. Officers consider this acceptable as the site is in a sustainable location close to the Cowley Centre with its amenities and frequent bus services into the City Centre. The parking spaces will be secured by condition.
22. The Design and Access statement submitted with the application states "the property (51 Littlemore Road) has 2 existing on plot spaces which are accessed off Littlemore Road itself". Having conducted a site visit Officers discovered this is in fact not true. However, the site is not within a controlled parking zone and the Highway Authority have raised no objections to the scheme in terms of parking and highway safety therefore officers' consider the level of car parking proposed to be acceptable.

### **Cycle Parking**

23. Policy TR4 of the OLP states that planning permission will only be granted for development that provides good access and facilities for pedestrians and for cyclists and complies with the minimum cycle parking standards shown in Appendix 4 of the OLP. According to the Parking Standards SPD secure, and preferably sheltered, cycle parking should be integrated in the design of residential developments. The minimum requirement for residential dwellings is two spaces per residential unit. Cycle parking has been integrated into the design; it is located within the rear garden which is a secure location. The cycle parking, along with appropriate refuse and recycling storage, will be secured by condition.

### **Sustainability**

24. The application site lies within a sustainable location in that it is within walking distance of the Cowley Centre and its amenities and frequent public transport services to and from the city centre. The proposal will make efficient use of the land and will provide family accommodation.
25. Parts of the Building Regulations, in particular Part G (Sanitation, Hot Water Safety and Water Efficiency) and Part L (Conservation of fuel and power), including the Code for Sustainable Homes and the Energy Performance Certificates for Construction, aim to help reduce carbon emissions and protect the environment. The Code for Sustainable Homes is the national standard for the sustainable design and construction of new homes. The Code aims to reduce our carbon emissions and create homes that are more sustainable.

26. Notwithstanding the details contained within the application and the need to meet the requirements of the Building Regulations a condition is suggested for information on how sustainable design and construction methods will be incorporated into the building(s) and how energy efficiency has been optimised through design and by utilising technology that helps achieve Zero Carbon Development.

### **Conclusion:**

For the reasons given above and taking into account all other matters raised officers conclude that the proposal accords with all the relevant policies within the Oxford Core Strategy 2026 and the Oxford Local Plan 2001-2016 and therefore recommend approval as the site lies within an accessible urban area and the development is consistent with policies encouraging the efficient use of land and it will add to the balance and mix of dwellings within the area. It is considered to form an appropriate relationship with and respect the character and appearance of the area and does not impact on the immediate neighbours in a detrimental way. It also provides adequate amenity space, cycle parking and car parking. Given the plot can adequately provide all the requirements of the Oxford Local Plan 2001-2016 it is not considered to be an overdevelopment of the site.

### **Human Rights Act 1998**

Officers have considered the Human Rights Act 1998 in reaching a recommendation to grant planning permission, subject to conditions. Officers have considered the potential interference with the rights of the owners/occupiers of surrounding properties under Article 8 and/or Article 1 of the First Protocol of the Act and consider that it is proportionate.

Officers have also considered the interference with the human rights of the applicant under Article 8 and/or Article 1 of the First Protocol caused by imposing conditions. Officers consider that the conditions are necessary to protect the rights and freedoms of others and to control the use of property in accordance with the general interest. The interference is therefore justifiable and proportionate.

### **Section 17 of the Crime and Disorder Act 1998**

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 safety.

### **Background Papers:**

**Contact Officer:** Lisa Green

**Extension:** 2614

**Date:** 9th December 2011

# Appendix 1

11/02885/FUL 51 Littlemore Road



Scale : 1:1250

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Organisation	Not Set
Department	Not Set
Comments	Not Set
Date	09 December 2011
SLA Number	Not Set



East Area Planning

1 February 2012

**Application Number:** 11/02937/VAR

**Decision Due by:** 26th January 2012

**Proposal:** Application to vary condition 3 (opening hours) and 6 (no bell ringing) of planning permission 08/02532/FUL to allow evening services (twice yearly) and ringing of bells before church services on Saturdays (5.30pm) and Sundays (10.30am) and for weddings, funerals and feast days

**Site Address:** 34 Ferry Road Oxford Oxfordshire OX3 0EU

**Ward:** Marston Ward

**Agent:** N/A

**Applicant:** Rev Stephen Platt

Called in by Councillors Clarkson, Sinclair, Humberstone, Hazell and Darke on grounds relating to local concerns about noise nuisance and the need for local concerns to be aired in public.

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## Recommendation:

APPLICATION BE APPROVED

For the following reasons:

- 1 The proposal to vary conditions 3 [opening hours] and 6 [no bell ringing] of planning permission 08/02532/FUL is considered to be acceptable having regard to the limited additional opening hours proposed and the limited extent of the proposed bell ringing. No objections have been received from statutory consultees and the proposal complies with adopted policies contained in both the adopted Core Strategy 2026 and the Oxford Local Plan 2001 - 2016.
- 2 A number of letters of objection have been received from other third parties and the comments made have been carefully considered. However it is the case that the day to day operation of the church is lawful by virtue of planning permission 08/02532/FUL and that the application seeks only to vary two conditions of that permission relating to hours of use and bell ringing. It is considered that appropriately worded conditions can be imposed on any new planning permission that would impose controls and limitations on the additional hours of opening and the time limit for bell ringing and in this way would minimise any potential nuisance to neighbouring occupiers. In particular, the condition relating to bell ringing (which is set out in full in the

report) would limit the extent of bell ringing to very short periods of time for specific instances and also the cumulative duration throughout the week so that the potential for the variation to result in any unacceptable nuisance is severely restricted.

- 3 The Council considers that the proposal accords with the policies of the development plan as summarised below. It has taken into consideration all other material matters, including matters raised in response to consultation and publicity. Any material harm that the development would otherwise give rise to can be offset by the conditions imposed.

subject to the following conditions, which have been imposed for the reasons stated:-

- 1 Use of building
- 2 Hours of opening including night service
- 3 Travel Plan
- 4 Bell ringing

**Main Local Plan Policies:**

**Oxford Local Plan 2001-2016**

**CP1** - Development Proposals

**CP10** - Siting Development to Meet Functional Needs

**CP19** - Nuisance

**CP21** - Noise

**HS19** - Privacy & Amenity

**Other Material Considerations:**

None

**Relevant Site History:**

72/25902/FUL: Change of use from mission church to art studio and production of graphic signs. Approved

86/00042/FUL: Change of use from art studio and workshop to private dwelling. Approved

91/00242/NX: Extension to time to change the use from art studio and workshop to dwelling. Approved

08/02532/FUL: Change of use from Class B1 use to Class D1 Place of Worship. Approved

09/01380/FUL: Erection of front porch, single storey side extension and dormer window. Installation of cupola on frontage and cross bell tower. Approved.

### **Representations Received:**

24 letters of objection. The main points raised can be summarised as follows:

- Additional noise and disturbance, possibly late at night with midnight mass proposed
- Ferry Road is a very quiet road
- The tolling of bells is not part of the general character of the area
- Residents already suffer from the parking issues and noise that the church creates
- Approving this application would allow bell ringing on any day of the year on any number of occasions
- No bell ringing was a condition of the planning permission and this situation should not be allowed to change
- The church should not bring conflict into the community it serves
- The vast majority of the church congregation lives elsewhere
- Night services, if restricted to two per year, would be acceptable
- Greater clarity is required as to the proposed changes and an idea of the likely noise levels
- A small minority, consisting of non-residents, should not be allowed to cause distress to residents.

16 letters of support. The main points raised can be summarised as follows:

- Bells would add character and community to the neighbourhood
- This is a modest request and the amount of opposition is disproportionate
- The bells would only be rung at sociable times
- Suggest that the permission be granted on a trial basis to enable an assessment to be made when the bells are actually in situ
- The bells should be hand rung and not electronically rung
- The church have improved what was a poorly maintained building and turned it into an attractive place of worship

### **Issues:**

- The extant permission
- Noise and disturbance

### **Officers Assessment:**

#### Site location and description

1. The application site lies on the north side of Ferry Road and comprises a modest, brick building which fronts directly onto the pavement together

with an adjacent bell tower. The property dates back to approximately 1911 when it was erected as a mission church for the Anglican Parish of Marston. The mission was adjoined by a church hall which is now 32 Ferry Road and used as a car repair business.

2. The property served as an Anglican place of worship from 1911 until the 1950's when it was superseded by the newly built St. Michael's Church in Marston Road. It was then rented by a Pentecostal congregation until 1972 when it was sold by the Church of England and planning permission was granted to use the building as an art studio and small workshop.
3. Ferry Road is characterised by primarily residential development of varying sizes and styles.

### The Proposal

4. The application seeks to vary 2 conditions of the 2008 permission which allowed the change of use of the building from Class B1 Business use to Class D1 Place of Worship.
5. Condition 3 of the 2008 permission states that the church shall only be open to the public during the hours of 8 am and 9 pm on any day. The current application seeks to vary that condition to allow evening/night services to take place twice a year at Christmas [6/7 January] and Easter [variable date] on the Russian Orthodox Calendar.
6. Condition 6 of the 2008 permission states that no ringing of bells shall take place at the premises unless otherwise agreed in writing by the Local Planning Authority. The current application seeks to vary that condition to allow bell ringing for 2/3 minutes before the Saturday evening service at 5.30 pm and the Sunday morning service at 10.30 am and also to allow bell ringing to take place for weddings, funerals and feast days. The background to this is that the church has received a gift of four bells from the Diocese of Voronezh in Russia.

### The Extant Permission

7. In March 2009 planning permission was granted for the change of use of 34 Ferry Road from B1 use to D1 use, specifically a place of worship. Since that time, the premises have been renovated and improvements and extensions carried out. The building has been used as a place of worship for some considerable time and no complaints have been received by the City Council's Environmental Health Team in respect of the operation of the Russian Orthodox Church.

### Noise and Disturbance

8. Policy CP19 of the adopted Oxford Local Plan states that planning permission will be refused for development proposals that cause unacceptable nuisance and where such nuisance is controllable,

appropriate planning conditions will be imposed.

9. In much the same way, policy CP21 of the local plan states that planning permission will be refused for development which will cause unacceptable noise and that easily enforceable conditions will be imposed to control the operation of development proposals to minimise any adverse impact as a result of noise and its transmission.
10. Church bells are intended to be heard and to announce the beginning of a church service or other celebration. In this case, the applicant has explained that in the Orthodox Church, bells are fixed in position and chimed rather than swung. He goes on to say that this method, together with the small size of the bells, means that the noise produced is quieter than traditional English pealing bells and that the proposed bells are equipped to be rung using an electronic mechanism with automatic clappers striking the bells from inside.
11. Planning and Environmental Health officers have carefully considered the comments made by local residents and the aspirations of the applicant in terms of the running of the church. Whilst it appears reasonable for the church to install its gift of bells and to ring them on certain occasions, it is important to ensure that adequate controls are retained over bell ringing to ensure it does not unacceptably impact upon the residential amenities enjoyed by neighbouring residents. The following condition is therefore recommended which would limit both the overall number of occasions the bells can be rung and the duration of individual bell ringing sessions.
  - “Bell ringing shall be carried out only between the hours of 10.25 and 6.00 pm on Sundays and 9.25 and 6.00 pm on Mondays to Saturdays. The bells shall be rung for a total period of 15 minutes per seven days [Sunday to Saturday] and for no more than 3 minutes on any single occasion”.
12. As regards the proposal to introduce evening/night services twice a year at Christmas and Easter, officers do not consider this would unacceptably disturb or disrupt the amenities enjoyed by neighbouring residents.
13. A number of the comments received against this proposal refer to problems associated with the siting of the church in a residential area, the increased traffic and parking issues and the noise and disturbance that the church activities cause to the local community. Officers wish to stress that use of 34 Ferry Road as a place of worship is established by virtue of the 2008 planning permission and the current application seeks only to vary condition 3 [opening hours] and condition 6 [no bell ringing] of that permission.

### **Conclusion:**

14. The proposal to vary conditions 3 [opening hours] and 6 [no bell ringing] of planning permission 08/02532/FUL is considered to be acceptable having regard to the limited additional opening hours proposed and the

short extent of the proposed bell ringing. No objections have been received from statutory consultees and the proposal complies with adopted policies contained in both the adopted Core Strategy 2026 and the Oxford Local Plan 2001 – 2016.

### Human Rights Act 1998

Officers have considered the Human Rights Act 1998 in reaching a recommendation to grant planning permission, subject to conditions. Officers have considered the potential interference with the rights of the owners/occupiers of surrounding properties under Article 8 and/or Article 1 of the First Protocol of the Act and consider that it is proportionate.

Officers have also considered the interference with the human rights of the applicant under Article 8 and/or Article 1 of the First Protocol caused by imposing conditions. Officers consider that the conditions are necessary to protect the rights and freedoms of others and to control the use of property in accordance with the general interest. The interference is therefore justifiable and proportionate.

### Section 17 of the Crime and Disorder Act 1998

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 safety.

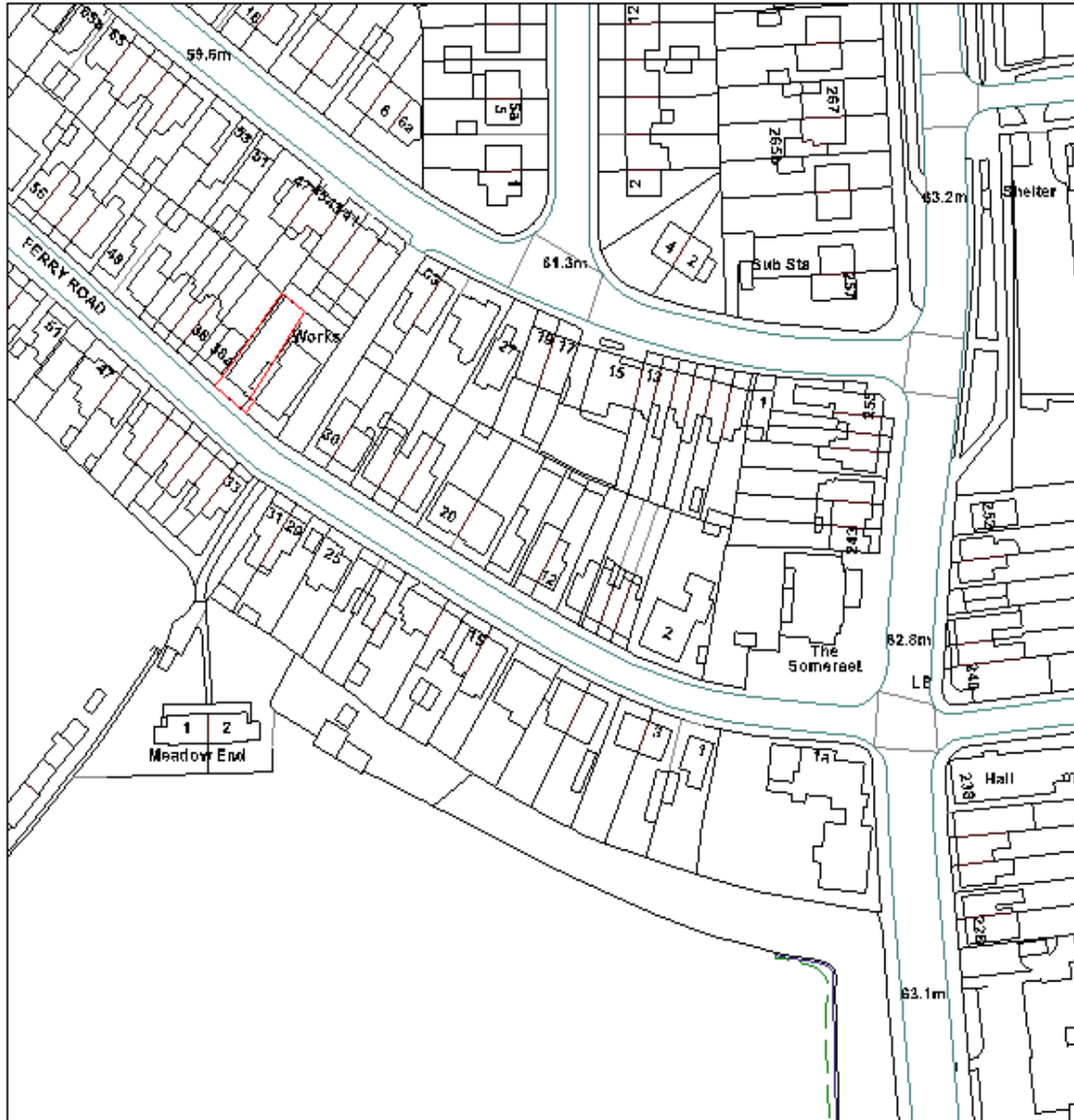
### **Background Papers:**

08/02532/FUL  
11/02937/VAR

**Contact Officer:** Angela Fettiplace  
**Extension:** 2445  
**Date:** 16th January 2012

# Appendix 1

## 34 Ferry Road, Oxford



Scale: 1:1250



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Ordnance Survey 100019348.

Organisation	Not Set
Department	Not Set
Comments	
Date	19 January 2012
SLA Number	Not Set

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## EAST AREA PLANNING COMMITTEE

1<sup>st</sup> February 2012

**Application Number:** 11/02950/FUL

**Decision Due by:** 17th January 2012

**Proposal:** Proposed new 2 bed dwelling to side of 9 Moody Road

**Site Address:** 9 Moody Road, Oxford – Appendix 1

**Ward:** Marston Ward

**Agent:** KD Design

**Applicant:** Mr K Lau

The application has been called-in by Councillors Jackson, Rowley, Coulter and Van Nooijen due to concerns about the proposals representing overdevelopment as well as causing additional parking pressure in a narrow residential road.

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### **Recommendation:**

APPLICATION BE APPROVED

Reasons for Approval:

- 1 The proposed extensions are considered to be of acceptable form, scale and appearance such that they are in character with the existing house and surrounding residential area. Whilst the new dwelling is small it is considered to provide a sufficient standard of residential accommodation similar to that at the nearby property, 11a Moody Road. No significant harm to neighbouring residential amenity is considered to result from the proposals and sufficient levels of parking, cycle and bin storage are provided. The proposals therefore comply with policies CP1, CP6, CP8, CP9, CP10, HS19, TR3 and TR4 of the Oxford Local Plan 2001-2016 and policies CS18 and CS23 of the Oxford Core Strategy 2026.
- 2 The Council considers that the proposal accords with the policies of the development plan as summarised below. It has taken into consideration all other material matters, including matters raised in response to consultation and publicity. Any material harm that the development would otherwise give rise to can be offset by the conditions imposed.

subject to the following conditions, which have been imposed for the reasons stated:-

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

- 4 No additional windows in side elevations
- 5 Boundary Treatments
- 6 Cycle/Car Parking Provision
- 7 Bin Storage
- 8 SuDS
- 9 Surface Water
- 10 Variation of RTO to remove eligibility for parking permits
- 11 Contamination Phased Risk Assessment

### **Main Local Plan Policies:**

#### **Oxford Local Plan 2001-2016**

- CP1** - Development Proposals
- CP6** - Efficient Use of Land & Density
- CP8** - Design Development to Relate to its Context
- CP9** - Creating Successful New Places
- CP10** - Siting Development to Meet Functional Needs
- HS19** - Privacy & Amenity
- TR3** - Car Parking Standards
- TR4** - Pedestrian & Cycle Facilities

#### **Core Strategy**

- CS18** - Urb design, town character, historic env

#### **Sites and Housing Proposed Submission DPD**

- HP9** – Design, Character & Context
- HP10** – Developing on Residential Gardens
- HP12** – Indoor Space
- HP13** – Outdoor Space
- HP14** – Privacy & Daylight
- HP15** – Residential Cycle Parking

#### **Other Material Considerations:**

- PPS1** – Delivering Sustainable Development
- PPS3** – Housing
- PPG13** – Transport

### **Relevant Site History:**

None

### **Representations Received:**

One objection received from 3 Moody Road citing the following concerns:

- The proposed new dwelling appears cramped;
- Another front garden would be lost, detracting from the appearance of the area;
- No.11 Moody Road has already been developed along similar lines and if this current application were to be approved six cars would be parked along the frontage of the original two houses;
- The additional car parking is putting pressure on the narrow road which serves nearly double the number of houses it was originally constructed for.

### **Statutory and Internal Consultees:**

Oxfordshire County Council Highways Authority – No objection subject to conditions including varying the road traffic order to remove eligibility for parking permits.

Environmental Development – Condition should be imposed requiring a phased risk assessment to be carried out prior to commencement of the development.

Thames Water Plc – No objection.

### **Issues:**

Principle  
Design/Residential Quality  
Impact on Neighbouring Amenity  
Parking/Highways

### **Officers Assessment:**

#### Site Description

1. The application site relates to a three bedroom semi-detached house with adjoining flat roof single garage that links to a neighbouring pair of semi-detached houses. The house was constructed in the early 1960s as part of a wider development of 40 dwellings. A number of the houses in the original development have been extended at first floor level above the adjoining single garages and others have converted their adjoining garages into habitable rooms.

#### Description of Proposal

2. The application seeks permission for a first floor extension to the side of the existing house above the existing single storey garage as well as a two storey rear extension to create a new adjoining two bedroom dwelling with associated

rear garden, parking area and cycle/bin storage.

### Principle

3. The proposed dwelling would be on the site of existing residential development which, as such, represents previously developed land as defined in Government planning guidance document PPS3. PPS3 and policy CS2 of the Core Strategy support the re-use of previously developed land particularly where such land is in a sustainable location. In principle therefore, the construction of a dwelling in this location is considered acceptable.

### Design/Residential Quality

4. Whilst the creation of a new dwelling in such a location initially appears rather cramped and contrived, the extensions proposed to create the new dwelling are very similar in form, scale and layout to that approved at 11 Moody Road, the adjoining semi-detached house in December 2007 along with similar extensions in Peacock Road and Pritchard Road. There has been no significant change to development plan policy since this date with respect to residential amenity standards and, with this existing development so close to the application site, it represents a material consideration to which very significant weight should be given.

5. Officers consider the physical form of the proposed extensions to relate sufficiently well to the existing house and be subordinate in scale such that they appear in character with the numerous other similar extensions in the same street. Indeed officers welcome the replacement of the somewhat poor quality flat roof elements with shallow pitched lean-to roof forms at the front of the house such that visually, officers believe the proposals would be more appropriate than that approved at 11 Moody Road. A condition is proposed to require matching materials to ensure the development achieves an acceptable visual relationship with the existing building.

6. Whilst the proposed dwelling appears to awkwardly 'wrap around' the rear of the existing house, this is extremely similar in layout to that approved at 11 Moody Road and therefore officers believe it would be unreasonable to consider this to create unacceptably awkward living conditions for future residents. In any event all habitable rooms are proposed to have sufficient openings to create an adequately lit dwelling. The proposed rear garden (subdivided from the existing 9 Moody Road) is quite narrow though it is well over 10m in length and is of a fairly typical linear shape such that it is considered acceptable for future occupiers and would still provide 9 Moody Road with sufficient garden space to serve a small family.

7. Adequate provision for bin and cycle storage is proposed to be provided at the front of the new dwelling and existing dwelling in line with that approved at 11 Moody Road and it is therefore considered to be acceptable.

### Impact on Neighbouring Amenity

8. The proposed side extension is considered to be a sufficient distance away from the existing side window of No. 7 Moody Road such that it will not be overbearing to the neighbouring occupiers or contravene daylight/sunlight

guidance contained within Appendix 6 of the Local Plan. Additionally, officers would point out that the relationship between the proposed first floor side extension and the neighbouring window are very similar to that in existence between the approved and constructed scheme at 11 Moody Road and its neighbouring property, 13 Moody Road.

9. The proposed two storey rear addition extends only 3.4m in depth beyond the existing house and is set a reasonable distance away from either neighbouring property such that it is not considered to be overbearing or overshadowing to neighbouring properties. A single storey rear extension is also proposed which will directly abut an existing neighbouring extension and match its form and dimensions exactly with the consequence that no harm is considered to result. No windows are proposed at first floor level in either side elevation so that no unacceptable overlooking of neighbouring properties would occur and a condition is recommended to be imposed to prevent the insertion of side windows without planning permission in the future so as to safeguard the amenity of neighbouring occupiers. Overlooking from the rear windows of the proposed extension is not considered to cause unacceptable harm to neighbouring privacy particularly since there is already a significant degree of overlooking from existing windows of neighbouring properties. A condition is recommended to remove permitted development rights for the insertion of additional windows.

10. Whilst the proposed two storey rear extension will not comply with daylight guidance set out in the Local Plan with respect to the first floor bedroom window of the original 9 Moody Road, the window lies to the south of the extension and would benefit from sunlight throughout the majority of the day. It should also be noted that the extensions permitted at the adjoining 11 Moody Road to create 11a Moody Road also resulted in a similar impact on the rear windows of the original house and these were considered to be acceptable.

#### Highways/Parking

11. The level of parking and cycle provision proposed to serve both the new and existing dwelling meets the requirements set out in the Local Plan and the Highway Authority raise no objection to the scheme subject to the condition that occupiers of the new dwelling are removed from eligibility for parking permits.

#### **Conclusion:**

12. Whilst the proposed extensions are considered to be in character with the existing house and surrounding area the resultant dwelling would have a somewhat cramped relationship between it and the existing property, 9 Moody Road. However, a very similar development approved by the Council at the adjoining property, 11 Moody Road, should be given significant material weight in considering the proposals such that, on balance, officers recommend approval of the application.

#### **Human Rights Act 1998**

Officers have considered the Human Rights Act 1998 in reaching a recommendation to grant planning permission, subject to conditions. Officers

have considered the potential interference with the rights of the owners/occupiers of surrounding properties under Article 8 and/or Article 1 of the First Protocol of the Act and consider that it is proportionate.

Officers have also considered the interference with the human rights of the applicant under Article 8 and/or Article 1 of the First Protocol caused by imposing conditions. Officers consider that the conditions are necessary to protect the rights and freedoms of others and to control the use of property in accordance with the general interest. The interference is therefore justifiable and proportionate.

### **Section 17 of the Crime and Disorder Act 1998**

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 approve, officers consider that the proposal will not undermine crime prevention or the promotion of community safety.

**Background Papers:** 07/02486/FUL & 11/02950/FUL

**Contact Officer:** Matthew Parry

**Extension:** 2160

**Date:** 20th January 2012

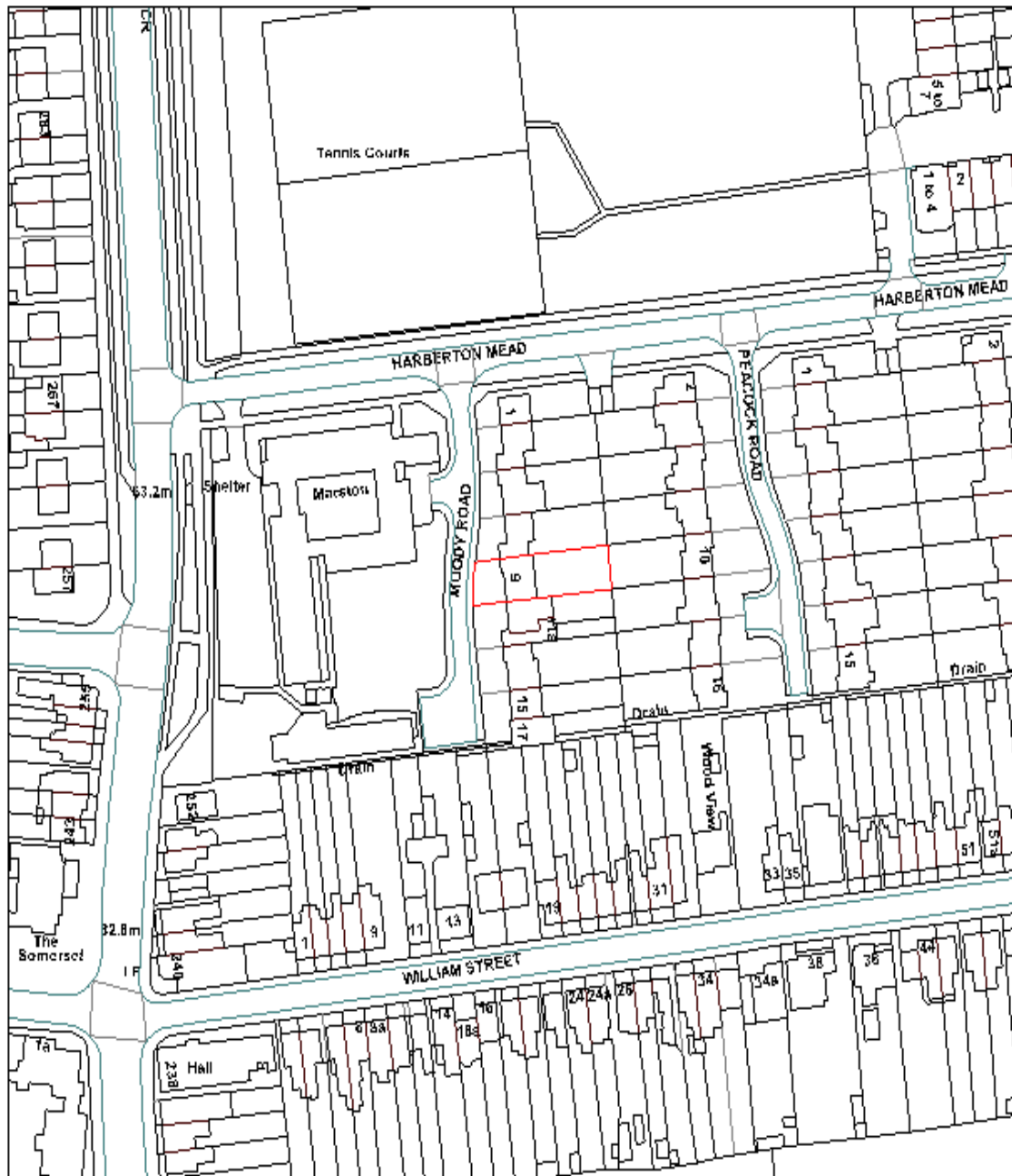


# Appendix 1

## 9 Moody Road, Oxford



GIS by ESRI (UK)



Scale: 1:1324

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<b>Organisation</b>	Oxford City Council
<b>Department</b>	City Development
<b>Comments</b>	11/02950/FUL
<b>Date</b>	20 January 2012
<b>SLA Number</b>	Not Set



# Agenda Item 8

## Monthly Planning Appeals Performance Update – December 2011

Contact: Head of Service City Development: Michael Crofton-Briggs.  
Tel 01865 252360.

1. The purpose of this report is two-fold: a) to provide an update on the Council's planning appeal performance; and b) to list those appeal cases that were decided and also those received during the specified month.
2. The Government's Best Value Performance Indicator BV204 relates to appeals arising from the Council's refusal of planning permission and telecommunications prior approval refusals. It measures the Council's appeals performance in the form of the percentage of appeals allowed. It has come to be seen as an indication of the quality of the Council's planning decision making. BV204 does not include appeals against non-determination, enforcement action, advertisement consent refusals and some other types. Table A sets out BV204 rolling annual performance for the year ending 31 December 2011, while Table B does the same for the current business plan year, ie. 1 April 2011 to 31 December 2011.

Table A. BV204 Rolling annual performance (to 31 December 2011)

A.	Council performance		Appeals arising from Committee refusal	Appeals arising from delegated refusal
	No.	%	No.	No.
Allowed	11	(32%)	5 (50%)	6 (25%)
Dismissed	23	68%	5 (50%)	18 (75%)
<i>Total BV204 appeals</i>	34		10	24

Table B. BV204: Current Business plan year performance (1 April to 31 December 2011)

B.	Council performance		Appeals arising from Committee refusal	Appeals arising from delegated refusal
	No.	%	No.	No.
Allowed	9	(36%)	3 (43%)	6 (33%)
Dismissed	16	64%	4 (57%)	12 (67%)
<i>Total BV204 appeals</i>	25		7	18

3. A fuller picture of the Council's appeal performance is given by considering the outcome of all types of planning appeals, i.e. including non-determination, enforcement, advertisement appeals etc. Performance on all appeals is shown in Table C.

Table C. All planning appeals (not just BV204 appeals): Rolling year to 31 December 2011

	Appeals	Percentage performance
Allowed	12	(31%)
Dismissed	27	69%
All appeals decided	39	
Withdrawn	8	

4. When an appeal decision is received, the Inspector's decision letter is circulated (normally by email) to all the members of the relevant committee. The case officer also subsequently circulates members with a commentary on the decision if the case is significant. Table D, appended below, shows a breakdown of appeal decisions received during December 2011.
5. When an appeal is received notification letters are sent to interested parties to inform them of the appeal. If the appeal is against a delegated decision the relevant ward members receive a copy of this notification letter. If the appeal is against a committee decision then all members of the committee receive the notification letter. Table E, appended below, is a breakdown of all appeals started during December 2011. Any questions at the Committee meeting on these appeals will be passed back to the case officer for a reply.

## Table D

## Appeals Decided Between 1/12/11 And 31/12/11

DECTYPE KEY: COMM - Area Committee Decision, DEL - Delegated Decision, DELCOM - Called in by Area Committee, STRACM - Strategic Committee; RECM KEY: PER - Approve, REF - Refuse, SPL - Split Decision; NDA - Not Determined; APP DEC KEY: ALC - Allowed with conditions, ALW - Allowed without conditions, AWD - Appeal withdrawn, DIS - Dismissed

DC CASE NO.	AP CASE NO.	DECTYPE:	RECM:	APP DEC	DECIDED	WARD:	ADDRESS	DESCRIPTION
11/00887/FUL	11/00029/REFUSE	DEL	REF	DIS	14/12/2011	NORTH	5 Farndon Road Oxford Oxfordshire OX2 6RS	Two storey extension to side, front and rear extension to basement and rebuild front porch
11/01398/FUL	11/00028/REFUSE	DEL	REF	ALC	20/12/2011	WOLVER	3 Bladon Close Oxford Oxfordshire OX2 8AD	Subdivision of garden. Erection of 2 storey 4-bed detached house. (Re-submission of planning application 10/03424/FUL)

**Total Decided: 2**

## TABLE E Appeals Received Between 1/12/11 And 31/12/11

DECTYPE KEY: COMM - Area Committee Decision, DEL - Delegated Decision, DELCOM - Called in by Area Committee, STRACM - Strategic Committee;  
 RECMND KEY: PER - Approve, REF - Refuse, SPL - Split Decision, NDA - Not Determined; TYPE KEY: W - Written representation, I - Informal hearing, P -  
 Public Inquiry, H - Householder

DC CASE NO.	AP CASE NO.	DEC TYPE	RECM	TYPE	ADDRESS	WARD:	DESCRIPTION
11/00853/FUL	11/00047/REFUSE		REF	W	72 Wolsey Road Oxford Oxfordshire OX2 7TA	SUMMT	Erection of single storey one bedroom dwelling.
11/01486/T56	11/00046/REFUSE	DEL	4PA	W	Land North Of Heritage Gate Sandy Lane West Oxford Oxfordshire	LITTM	Application for prior approval for 12.5m Hutchinson Jupiter Streetworks column and equipment cabinet.

Total Received: 2

## EAST AREA PLANNING COMMITTEE

**Wednesday 4 January 2012**

**COUNCILLORS PRESENT:** Councillors Darke (Chair), Rundle (Vice-Chair), Brown, Clarkson, Coulter, Fooks, Keen and Sanders.

**OFFICERS PRESENT:** Mathew Metcalfe (Democratic and Electoral Services), Andrew Murdoch (City Development) and Steven Roberts (City Development)

### **84. APOLOGIES FOR ABSENCE AND SUBSTITUTIONS**

None received.

### **85. DECLARATIONS OF INTEREST**

None declared.

### **86. 59 STAUNTON ROAD, OXFORD - 11/02634/FUL**

The Head of City Development submitted a report (previously circulated, now appended) which detailed a planning application for the erection of outbuilding to rear to be used as a gym/games room. (Amended plans)

In accordance with the criteria for public speaking, Susan Harrison spoke against the application and Robert Pope spoke in favour of the application.

The Committee agreed to defer determining the application to allow further discussions between Officers and the applicant on the re-siting of the proposed building to the location originally proposed.

### **87. 4 BROOKSIDE, OXFORD - 11/02710/FUL**

The Head of City Development submitted a report (previously circulated, now appended) which detailed a planning application for the erection of linked studio rooms in roof space.

The Committee considered all submissions both written and oral and agreed to grant planning permission subject to the five conditions as laid out in the Planning Officers report.

### **88. 83 EDGEWAY ROAD, OXFORD - 11/02755/FUL**

The Head of City Development submitted a report (previously circulated, now appended) which detailed a planning application for the conversion of car port into dining room.

The Committee considered all submissions both written and oral and agreed to grant planning permission subject to the four conditions as laid out in the Planning Officers report.

**89. LAND BETWEEN 38 AND 40 CARDINAL CLOSE, OXFORD - 11/03011/CT3**

The Head of City Development submitted a report (previously circulated, now appended) which detailed an outline planning application for the erection of 3x3 bed units with associated parking and bin storage.

The Planning Officer informed the Committee that Environmental Development Officers had requested a condition for a desktop contamination study and also recommended a further condition requiring details of how sustainable design and construction methods would be incorporated into the development.

The Committee considered all submissions both written and oral and agreed:

- (a) To grant planning permission subject to the nine conditions as laid out in the Planning Officers report and subject to the following additional conditions:

Condition (10) – Design and sustainability measures.

Condition (11) – Contaminated Land Desk Study

- (b) To record that the Committee wished and hoped to see that the development would be to provide affordable housing as the land belonged to the City Council and it was a City council application.

**90. 83-87 ASHURST WAY, OXFORD - 11/02526/FUL**

The Head of City Development submitted a report (previously circulated, now appended) which detailed a planning application for the erection of two storey extension to form 2x1 bed flats. Provision of new bin and cycle stores. (Amended description).

The Planning Officer recommended an additional condition requiring details of how sustainable design and construction methods would be incorporated into the development.

In accordance with the criteria for public speaking, Paul Semple spoke in favour of the application.

The Committee considered all submissions both written and oral and agreed to grant planning subject to the eight conditions as laid out in the Planning Officers report and subject to an additional condition and informative:

Additional condition

Condition (9) – Sustainability design and construction methods.

## Informative

That double yellow lines be considered by the Highways Authority to prevent congestion due to cars parked on the highway.

### **91. 77 SANDFILED ROAD, OXFORD - 11/02816/FUL**

The Head of City Development submitted a report (previously circulated, now appended) which detailed a planning application for the demolition of existing rear single storey extension and front porch. Erection of single and two storey side, front and rear extension, and alterations to roof. Sub-division to form 2 bed house and provision of car parking.

The Committee was informed that this application had been withdrawn by the applicant and as a consequence was withdrawn from the agenda.

The Committee noted the position.

### **92. ELMTHORPE CONVENT, OXFORD ROAD, COWLEY, OXFORD - 11/02628/FUL**

The Head of City Development submitted a report (previously circulated, now appended) which detailed a planning application for a two storey extension to provide 6 additional bedrooms, office and store.

The Committee considered all submissions both written and oral and agreed to grant planning permission subject to the nine conditions as laid out in the Planning Officers report.

### **93. 51 LITTLEMORE ROAD, OXFORD - 11/02885/FUL**

The Head of City Development submitted a report (previously circulated, now appended) which detailed a planning application of the subdivision of existing garden serving 51 Littlemore Road. Demolition of existing garage and erection of detached 2 storey, 4 bedroom dwelling and provision of 2 car parking spaces with access off Van Diemens Lane. Provision of bin and cycle stores and private amenity space.

The Committee was informed that Officers would remove the report from the agenda, pending further investigations of information received and that the report would be resubmitted to a future meeting of the Committee.

The Committee agreed to note the position.

### **94. PLANNING APPEALS**

The Head of City Development submitted information (previously circulated, now appended) which detailed planning appeals received and determined during November 2011.

The Committee agreed to note the information.

## **95. FORTHCOMING PLANNING APPLICATIONS**

The Committee agree to note that the following applications may be submitted to a future meeting for consideration and determination.

- (1) John Radcliffe Hospital – 11/02888/FUL – Two storey extension to the existing Women’s Unit, containing ground floor plant room and first floor new born intensive care unit.
- (2) 1 Quarry Road, Oxford – 11/02626/FUL – Change of use from single dwelling to 2x3 bedroom flats. Provision of parking and amenity space.
- (3) 6 Bells Public House, 3 Beaumont Road, Oxford – 11/02609/FUL – Erection of timer framed smoking shelter to rear.
- (4) Part Territorial Army Centre, Slade Barracks, Mascall Avenue, Oxford – 11/02946/FUL – Application for a variation of condition 15 of planning permission 09/02802/VAR to allow occupation of the development by students in full time education on courses of one academic year or more.
- (5) Temple Court Business Centre, 107 Oxford Road, Oxford – 11/02960/FUL – Conversion of offices to form 6 flats (2x3 bed and 1x1 bed) and 1x3 bed house, gardens, car parking, cycle parking, refuse storage and landscaping.
- (6) Headington Preparatory School, 26 London Road, Oxford – 11/02528/FUL – Construction of two storey entrance foyer. Single storey extension to form kitchen. First floor extension to provide store and teaching space. Two storey extension to provide cloakroom. New entrance lobby to rear with canopy over library.
- (7) Land at rear of 1-2 Collinwood Close, Oxford – 11/02773/FUL – Demolition of existing buildings. Erection of single storey, one bedroom dwelling. Provision of one parking space, bin and cycle store and private amenity space.
- (8) Former Dominion Oils Site, Railway Lane, Oxford – 11/02189/OUT – Outline planning application (seeking access and layout) for residential redevelopment of site including the erection of 78 flats and houses comprising 3x5 bedroom houses, 4x4 bedroom houses, 32x3 bed houses, 20x2 bed houses and 13x1 bed houses and 6x2 bed houses. Access road, footpaths and car parking.

## **96. MINUTES**

The Committee agreed to approve the minutes (previously circulated) of the meeting held on 6<sup>th</sup> December 2011.

## **97. DATES OF FUTURE MEETINGS**



The Committee agreed to note the dates and times of future meetings as detailed on the agenda and that the next meeting would be on Wednesday 1<sup>st</sup> February 2012.

**The meeting started at 6.00 pm and ended at 7.10 pm**

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