

# Agenda

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## West Area Planning Committee

Date: **Tuesday 11 August 2015**

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Time: **6.30 pm**

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Place: **The Old Library, Town Hall**

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For any further information please contact:

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

Telephone: 01865 252275

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

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

# West Area Planning Committee

## Membership

<b>Chair</b>	Councillor Oscar Van Nooijen	Hinksey Park;
<b>Vice-Chair</b>	Councillor Michael Gotch	Wolvercote;
	Councillor Elise Benjamin	Iffley Fields;
	Councillor Colin Cook	Jericho and Osney;
	Councillor Andrew Gant	Summertown;
	Councillor Alex Hollingsworth	Carfax;
	Councillor Bob Price	Hinksey Park;
	Councillor John Tanner	Littlemore;
	Councillor Louise Upton	North;

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

### **HOW TO OBTAIN A COPY OF THE AGENDA**

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# AGENDA

	<b>Pages</b>
<b>1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS</b>	
<b>2 DECLARATIONS OF INTEREST</b>	
<b>3 LAND NORTH OF ST JOHN'S COLLEGE SPORTSGROUND, WOODSTOCK ROAD:15/00893/FUL</b>	13 - 32
<b>Site address:</b> Land to the North Of St Johns College Sports Ground, Woodstock Road (site plan: appendix 1)	
<b>Proposal:</b> Erection of single storey building to provide a children's day nursery (Use Class D1). Provision of car parking space, play area and landscaping	
<b>Officer recommendation:</b> To approve the planning application with the following conditions:	
<ol style="list-style-type: none"><li>1. Development begun within time limit</li><li>2. Develop in accordance with approved plans</li><li>3. Sample Materials</li><li>4. Revised plans for Rooflights</li><li>5. Opening Times as specified in application</li><li>6. Detailed design of outdoor play area</li><li>7. Landscape plan required</li><li>8. Landscape carry out by completion</li><li>9. Landscape top soil retention</li><li>10. Landscape management plan</li><li>11. Landscape hard surface design - tree roots</li><li>12. Tree Protection Plan (TPP) 2</li><li>13. Arboricultural Method Statement (AMS) 2</li><li>14. Parking Area and Access provided before use</li><li>15. Details of access signage</li><li>16. Refuse and Cycle Storage</li><li>17. Sustainable Urban Drainage Scheme</li><li>18. Ecology Report Recommendations</li><li>19. Energy Efficiency Measures</li></ol>	
<b>4 MAGDALEN COLLEGE SCHOOL: 15/01152/FUL</b>	33 - 44
<b>Site address:</b> Magdalen College School, Cowley Place, Appendix 1.	
<b>Proposal:</b> Part demolition of "1928 Building" and various outbuildings. Erection of 4 storey extension to Colin Sanders Building to provide Sixth Form Centre. Alterations to entrance quad incorporating revised car and cycle parking layout for 34 cars and 80 cycles. (Amended plans)	
<b>Officer recommendation:</b> To approve the planning application with the following conditions:	
<ol style="list-style-type: none"><li>1. Development within time limit</li></ol>	

2. Develop in accordance with the approved plans
3. Samples of materials
4. Landscape Plan required
5. Landscape carry out after completion
6. Car/cycle parking provision before use
7. Further cycle parking provision
8. Cycle parking details required
9. Construction Traffic Management Plan (further details including Tree Protection Measures where appropriate)
10. Construction Environmental Management Plan.
11. Drainage Strategy (inc SUDS) and detailed drainage design.
12. Travel Plan.
13. Details of biodiversity enhancement (bats)
14. Recording of the section of the 1928 Building which is to be demolished.
15. Details of further design details (openings (windows & doors) and eaves details).

**Legal Agreement:**

The Community Infrastructure Levy (CIL) is a standard charge on new development. The amount of CIL payable is calculated on the basis of the amount of floor space created by a development. CIL applies to developments of 100 square meters or more, or to new dwellings of any size. The reason that CIL has been introduced is to help fund the provision of infrastructure to support the growth of the city, for example transport improvements, additional school places and new or improved sports and leisure facilities. CIL is being brought in by councils across the country, although each local council has the ability to set the actual charges according to local circumstances.

This planning application will trigger CIL and the liability will be £30,019.12.

**5 OXFORD RAILWAY STATION: 15/00096/PA11**

45 - 92

**Site address:** Oxford Railway Station, Park End Street (Appendix 1)

**Proposal:** Application seeking prior approval for development comprising extension to the length of existing north bay platforms, replacement platform canopies, new re-locatable rail staff accommodation building and reconfiguration of short stay and staff car parking under Part 11 Class A Schedule 2 of the Town and Country Planning (General Permitted Development) Order 1995. (PLEASE NOTE THIS IS NOT A PLANNING APPLICATION BUT A NOTIFICATION SUBMITTED BY NETWORK RAIL FOR PRIOR APPROVAL BY OXFORD CITY COUNCIL.) Following an options assessment, the building has been relocated 2.5m to the south and has been reduced in size at first floor level by 186 sq.m; revised parking layout (AMENDED PLANS).

**Officer recommendation:**

PRIOR APPROVAL required - Siting and design acceptable subject to the following conditions:

1. Materials samples
2. Windows in east and north facing elevations

3. Contamination risk study
4. Remediation Strategy
5. Unexpected contamination
6. Surface water disposal
7. Time limit of 3 years

**6 OSNEY LANE: 15/01654/FUL: TEMPORARY COMPOUND (AM)**

93 - 104

**Site address:** Land On The South Side Of Osney Lane, Osney Lane, Oxford  
(site plan: appendix 1)

**Proposal:** Use of land as a construction compound incorporating storage area, site offices, welfare facility, access and utilities required in association with Westgate development permitted under references 13/02557/OUT and 14/02402/RES for a temporary period until 31 December 2017.

**Officer recommendation:** to approve the planning application with the following conditions:

1. Development begun within time limit
2. Develop in accordance with approved plans
3. Temporary period to the 31.12.2017
4. Phasing of reinstatement works
5. Details of cycle parking
6. Reinstatement of public highway
7. Details of signage strategy
8. Surface Water Drainage Scheme constructed as proposed
9. Tree Protection Plan
10. Recommendations of Flood Risk Assessment carried out
11. Contaminated Land Risk Assessment
12. Unsuspected contamination

**7 46 ST JOHN STREET OX1 2LH : 15/01652/FUL AND 15/01653/LBC**

105 - 116

**Site address:** 46 St John Street Appendix 1.

**Proposal:**

**15/01652/FUL** - Demolition and erection of rear garage and boundary wall. Erection of part single, part two storey rear extensions. Alterations to windows and doors. Provision of landscaping.

**15/01653/LBC** - Removal of existing garage and rear boundary wall. New garage and rear boundary wall. External and internal extensions and alterations to existing dwellings.

**Officer recommendation:** To approve the planning applications subject to the following conditions:

**15/01652/FUL**

1. Development begun within time limit
2. Develop in accordance with approved plans
3. materials as specified
4. SUDs
5. Tree protection plan/ arboricultural method statement

6. Landscape plan required
7. Garage doors details

**15/01653/LBC**

1. Development begun within time limit
2. Develop in accordance with approved plans
3. Window repair schedule
4. Schedule of repair and retention of existing doors (consent not extending to removal of existing historic doors)
5. Section drawings for new windows and doors.
6. Sample panel of brickwork, including brick, bond, and mortar finish for extensions and garden walls.
7. Sample of slate and ridge tiles
8. Details of garage door
9. Details of new fire places
10. Details/ sample of proposed stone cleaning
11. Details of flue/vent/SVP locations
12. Details of heating system- boiler and related flues, plus radiator locations/ pipe runs
13. Details of rooflights (flush fitting)
14. Details of rainwater goods
15. Making good of internal surfaces in materials to match
16. Tree survey drawing 14014 SU10 can not be approved as this shows proposed demolition of the chimney breast in the ground floor reception room.

**8 46 HYTHE BRIDGE STREET: 15/00656/VAR: VARIATION TO PERMITTED FLATS (ARE)**

117 - 124

**Site address:** 46 Hythe Bridge Street, Oxford

**Proposal:** Variation of conditions 2 (approved plans) and 9 (cycle parking details) of planning permission 10/01783/FUL (Conversion of building to provide flats) to amend the design layout to insert two new windows and a door on the north elevation and to alter the location of cycle parking

**Officer recommendation:** to approve the planning application with the following conditions:

1. Development to be commenced within 3 years of date of consent
2. Development in accordance with the approved plans.
3. Samples of proposed materials
4. Sample panels on site
5. No additional windows in south west elevation
6. Landscape Plan
7. Landscaping to be carried out upon substantial completion of the development
8. Plan showing means of enclosure
9. Details of cycle parking areas
10. Variation of Road Traffic Order
11. Construction Travel Plan
12. No windows to open out onto a public highway
13. Bin storage facilities
14. Scheme of archaeological work-written scheme of investigation
15. Contamination survey.
16. Ground floor room in flat 7 shall not be used as a bedroom

17. Structural details of the existing building fabric to be retained.

## 9 PLANNING APPEALS

125 - 130

Summary information on planning appeals received and determined during June 2015.

The Committee is asked to note this information.

## 10 MINUTES

131 - 134

Minutes from the meetings of 7 July 2015.

**Recommendation:** That the minutes of the meeting held on 7 July 2015 are approved as a true and accurate record.

## 11 FORTHCOMING APPLICATIONS

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

68 Abingdon Rd: 15/02142/SF56: change of use from office to café

Staverton Road: 15/02017/FUL: Student accommodation (FBy)

Fairfield, Banbury Road: 15/01104/FUL: Residential care home (FBy)

298 Abingdon Road: 15/01983/FUL: Change of use car dealership to veterinary centre (LG).

Oxford Castle: 15/01510/FUL: & 15/01511/LBC: Change of use of gallery to bedroom etc. (CL/ARi)

Manor Place: 15/01747/FUL: Student accommodation (TS).

Abbey Road: 15/02137/FUL: Residential (FBy).

Jericho Canalside: 14/01441/FUL: Residential (FBy).

Former Wolvercote Paper Mill, Wolvercote: 13/01861/OUT: Residential (TS).

Dragon School, Bardwell Road: 15/01562/FUL: New music building (ARe).

Westgate: 14/02402/RES: Various conditions and details 9MH).

333 Banbury Road: 15/01548/VAR: Variation to educational use (MH).

Corpus Christi College: Library

## 12 DATES OF FUTURE MEETINGS

The Committee will meet on the following dates:

26 August 2015 (special meeting to consider 68 Abingdon Rd:  
5/02142/SF56)

8 September 2015

13 October 2015

10 November 2015

1 December 2015

5 January 2016

## **DECLARING INTERESTS**

### **General duty**

You must declare any disclosable pecuniary interests when the meeting reaches the item on the agenda headed "Declarations of Interest" or as soon as it becomes apparent to you.

### **What is a disclosable pecuniary interest?**

Disclosable pecuniary interests relate to your\* employment; sponsorship (ie payment for expenses incurred by you in carrying out your duties as a councillor or towards your election expenses); contracts; land in the Council's area; licenses for land in the Council's area; corporate tenancies; and securities. These declarations must be recorded in each councillor's Register of Interests which is publicly available on the Council's website.

### **Declaring an interest**

Where any matter disclosed in your Register of Interests is being considered at a meeting, you must declare that you have an interest. You should also disclose the nature as well as the existence of the interest.

If you have a disclosable pecuniary interest, after having declared it at the meeting you must not participate in discussion or voting on the item and must withdraw from the meeting whilst the matter is discussed.

### **Members' Code of Conduct and public perception**

Even if you do not have a disclosable pecuniary interest in a matter, the Members' Code of Conduct says that a member "must serve only the public interest and must never improperly confer an advantage or disadvantage on any person including yourself" and that "you must not place yourself in situations where your honesty and integrity may be questioned". What this means is that the matter of interests must be viewed within the context of the Code as a whole and regard should continue to be paid to the perception of the public.

\*Disclosable pecuniary interests that must be declared are not only those of the member her or himself but also those member's spouse, civil partner or person they are living with as husband or wife or as if they were civil partners.



## **CODE OF PRACTICE FOR DEALING WITH PLANNING APPLICATIONS AT AREA PLANNING COMMITTEES AND PLANNING REVIEW COMMITTEE**

Planning controls the development and use of land in the public interest. Applications must be determined in accordance with the Council's adopted policies, unless material planning considerations indicate otherwise. The Committee must be conducted in an orderly, fair and impartial manner.

The following minimum standards of practice will be followed.

1. All Members will have pre-read the officers' report. Members are also encouraged to view any supporting material and to visit the site if they feel that would be helpful.
2. At the meeting the Chair will draw attention to this code of practice. The Chair will also explain who is entitled to vote.
3. The sequence for each application discussed at Committee shall be as follows:-

- (a) the Planning Officer will introduce it with a short presentation;
- (b) any objectors may speak for up to 5 minutes in total;
- (c) any supporters may speak for up to 5 minutes in total;
- (d) speaking times may be extended by the Chair, provided that equal time is given to both sides. Any non-voting City Councillors and/or Parish and County Councillors who may wish to speak for or against the application will have to do so as part of the two 5-minute slots mentioned above;
- (e) voting members of the Committee may raise questions (which shall be directed via the Chair to the lead officer presenting the application, who may pass them to other relevant Officers and/or other speakers); and
- (f) voting members will debate and determine the application.

### 4. Preparation of Planning Policy documents – Public Meetings

At public meetings Councillors should be careful to be neutral and to listen to all points of view. They should take care to express themselves with respect to all present including officers. They should never say anything that could be taken to mean they have already made up their mind before an application is determined.

### 5. Public requests to speak

Members of the public wishing to speak must notify the Democratic Services Officer before the meeting starts giving their name, the application/agenda item they wish to speak on and whether they are objecting to or supporting the application. Notifications can be made via e-mail or telephone, to the Democratic Services Officer (whose details are on the front of the Committee agenda) or given in person before the meeting starts.

### 6. Written statements from the public

Members of the public and councillors can send the Democratic Services Officer written statements to circulate to committee members, and the planning officer prior to the meeting. Statements are accepted and circulated by noon, two working days before the start of the meeting. Material received from the public at the meeting will not be accepted or circulated, as Councillors are unable to view proper consideration to the new information and officers may not be able to check for accuracy or provide considered advice on any material consideration arising.

### 7. Exhibiting model and displays at the meeting

Applicants or members of the public can exhibit models or displays at the meeting as long as they notify the Democratic Services Officer of their intention at least 24 hours before the start of the meeting so that members can be notified.

#### 8. Recording meetings

Members of the public and press can record the proceedings of any public meeting of the Council. If you do wish to record the meeting, please notify the Committee clerk prior to the meeting so that they can inform the Chair and direct you to the best plan to record. You are not allowed to disturb the meeting and the Chair will stop the meeting if they feel a recording is disruptive.

The Council asks those recording the meeting:

- Not to edit the recording in a way that could lead to misinterpretation of the proceedings. This includes not editing an image or views expressed in a way that may ridicule, or show a lack of respect towards those being recorded.
- To avoid recording members of the public present unless they are addressing the meeting.

For more information on recording at meetings please refer to the Council's [Protocol for Recording at Public Meetings](#)

#### 9. Meeting Etiquette

All representations should be heard in silence and without interruption. The Chair will not permit disruptive behaviour. Members of the public are reminded that if the meeting is not allowed to proceed in an orderly manner then the Chair will withdraw the opportunity to address the Committee. The Committee is a meeting held in public, not a public meeting.

#### 10. Members should not:

- (a) rely on considerations which are not material planning considerations in law;
- (b) question the personal integrity or professionalism of officers in public;
- (c) proceed to a vote if minded to determine an application against officer's recommendation until the reasons for that decision have been formulated; or
- (d) seek to re-design, or negotiate amendments to, an application. The Committee must determine applications as they stand and may impose appropriate conditions.



