

Agenda

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West Area Planning Committee

Date: **Tuesday 10 November 2015**

Time: **6.30 pm**

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

For any further information please contact:

Jennifer Thompson, Committee and Member Services Officer

Telephone: 01865 252275

Email: democraticservices@oxford.gov.uk

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

West Area Planning Committee

Membership

Chair	Councillor Louise Upton	North;
Vice-Chair	Councillor Michael Gotch	Wolvercote;
	Councillor Elise Benjamin	Iffley Fields;
	Councillor Colin Cook	Jericho and Osney;
	Councillor Andrew Gant	Summertown;
	Councillor Alex Hollingsworth	Carfax;
	Councillor Michele Paule	Rose Hill and Iffley;
	Councillor Bob Price	Hinksey Park;
	Councillor John Tanner	Littlemore;

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

HOW TO OBTAIN A COPY OF THE AGENDA

In order to reduce the use of resources, our carbon footprint and our costs we will no longer produce paper copies of agenda above our minimum requirement. Paper copies may be looked at the Town Hall Reception and at Customer Services, St Aldate's and at the Westgate Library

A copy of the agenda may be:-

- Viewed on our website – mycouncil.oxford.gov.uk
- Downloaded from our website
- Subscribed to electronically by registering online at mycouncil.oxford.gov.uk

AGENDA

Pages

1 APOLOGIES FOR ABSENCE AND SUBSTITUTIONS

2 DECLARATIONS OF INTEREST

3 333 BANBURY RD: 15/01548/VAR

11 - 18

Site Address: 333 Banbury Road, Oxford

Proposal: Removal of condition 22 (to vacate premises at St. Giles and Ewert Places) of planning permission 14/03255/FUL for construction of new independent sixth form school buildings.

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

1. Development begun within 5 years.
2. Approved plans.
3. Materials.
4. Lighting.
5. Obscure glazing to northern elevation.
6. Landscape plan.
7. Landscape carry out by completion.
8. Landscape management plan.
9. Landscape hard surface design-tree roots.
10. Landscape underground services-tree root.
11. Tree protection plan.
12. Arboricultural method statement.
13. Trees: Construction method statement.
14. On site traffic management plan.
15. Parking provision.
16. Alternative cycle parking facilities.
17. Deliveries - manoeuvring space.
18. Travel plan.
19. Archaeology - evaluation.
20. Biodiversity - bird and bat boxes.
21. Contamination - risk assessment.
22. Community use of facilities.
23. Public art.
24. Construction management plan.
25. Sustainable drainage.
26. Piling methods.
27. Extraction equipment – kitchen.
28. Mechanical plant.
29. Noise attenuation.
30. Interpretative scheme.
31. Natural Resource Impact Assessment.

4 105 GODSTOW ROAD: 15/02603/FUL

19 - 32

Site Address: 105 Godstow Road, Oxford.

Proposal: Erection of a two storey side extension to create 2 x 1-bed flats (Use Class C3) with provision of private amenity space, bin and cycle store and alterations to existing vehicle access. Erection of a two storey rear extension and replacement and alterations to porch to existing dwelling.

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

1. Development begun within time limit.
2. Develop in accordance with approved plans.
3. Materials.
4. Demolition of Extension.
5. Boundary Treatments.
6. Parking areas.
7. Cycle parking.
8. Surface water drainage and SUDs.
9. Landscaping.

5 23 FRENCHAY ROAD: 15/02474/FUL

33 - 42

Site Address: 23 Frenchay Road, Oxford

Proposal: Demolition of existing WC, store and garage. Erection of single storey rear extension and formation of 2no. rear dormers. Insertion of 1no. sash window to side elevation and 2no. rooflights to front roofslope. Erection of detached single storey home office/garage. Relocation of garden gate and demolition of section of garden wall. (Amended plans)

Officer recommendation: to approve the application subject to the following conditions:

1. Development begun within time limit.
2. Develop in accordance with approved plans.
3. Samples in Conservation Area.
4. Use of outbuilding.
5. Ground resurfacing - SUDS compliant.

**6 ST ALDATE'S CHAMBERS, 109 - 113 ST ALDATE'S:
15/02846/SP56**

43 - 54

Site Address: St Aldate's Chambers, 109 - 113 St Aldate's.

Proposal: Application for prior approval for the installation of Solar Photovoltaics (PV) equipment on the roof of non-domestic building.

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

1. Materials.

2. Screening.
3. Construction Traffic Management Plan.

7 CHATHAM ROAD AND FOX CRESCENT: 15/02223/CT4

55 - 62

Site Address: Site of Verges at 21 to 27 Chatham Road and 10 to 40 Fox Crescent.

Proposal: Provision of 18no residents' parking spaces on existing grass verges (Amended plan).

Officer recommendation: to approve the application subject to the following conditions:

1. Development begun within time limit.
2. Development in accordance with approved plans.
3. Parking in accordance with plans.
4. TRO Amendment.
5. Tree Protection Plan (TPP) 1.
6. Landscape Plan.
7. Sustainable Urban Drainage Systems.

8 PLANNING APPEALS

63 - 68

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

The Committee is asked to note this information.

9 MINUTES OF PREVIOUS MEETING

69 - 74

Minutes from the meetings of 13 October 2015

Recommendation: That the minutes of the meeting held on 13 October 2015 are approved as a true and accurate record.

10 FORTHCOMING APPLICATIONS

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

- Former Wolvercote Paper Mill: 13/01562/OUT: residential
- Jericho Canalside: 14/01441/FUL: residential etc
- Westgate: 14/02402/FUL: various conditions
- Christ Church: 15/00760/FUL: café - report back on S.106
- Dragon School, Bardwell Road: 15/01561/FUL: new music building
- 26 Norham Gardens: 15/01601/FUL: student accommodation
- 54 St John Street OX1 2LQ: 15/01676/FUL and 15/01677/LBC
- Land south of Manor Place: 15/01747/FUL: student accommodation
- Former Skoda garage, 298 Abingdon Road: 15/01983/FUL: Change of use from car dealership to veterinary centre

- 18 Hawkswell Gardens: 15/2352/FUL: 3 houses
- 1 Abbey Road Oxford OX2 0AD: 15/02512/FUL: 6 houses, 6 flats
- 8 Hollybush Row: 15/02694/FUL: 7 flats
- Cooper Callas Building (15 Paradise Street and 5 St Thomas' Street): 15/02971/FUL
- Installation of Spanish Civil War Memorial, St Giles, Woodstock Road:15/02859/FUL

11 DATES OF FUTURE MEETINGS

The Committee will meet on the following dates:

10 November 2015

1 December 2015

5 January 2016

9 February 2016

8 March 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.