

Runnymede Borough Council

PLANNING COMMITTEE

Monday 28 June 2004 at 7.30 p.m.

in the Council Chamber

at the Civic Offices, Addlestone

**PLEASE NOTE DATE**



Members of the Committee

To be appointed at Annual Council on 23 June 2004

## **A G E N D A**

Notes:

- i) Any report on the Agenda involving confidential information (as defined by section 100A(3) of the Local Government Act 1972) must be discussed in private. Any report involving exempt information (as defined by section 100I of the Local Government Act 1972), whether it appears in Part 1 or Part 2 below, may be discussed in private but only if the Committee so resolves.
- ii) The relevant 'background papers' are listed after each report in Part 1. Enquiries about any of the Agenda reports and background papers should be directed in the first instance to **Mr. B.A. Fleckney, Administration and Leisure Department, Committee Section, Civic Offices, Station Road, Addlestone (Tel. Direct Line: 01932 425620). (Email: [bernard.fleckney@runnymede.gov.uk](mailto:bernard.fleckney@runnymede.gov.uk)).**
- iii) Agendas and Minutes are available on a subscription basis. For details, please ring Mr. B.A. Fleckney on 01932 425620. Agenda and Minutes for all the Council's Committees may also be viewed on [www.runnymede.gov.uk](http://www.runnymede.gov.uk).
- iv) **Public speaking on planning applications only is allowed at the Planning Committee. For details please contact Mrs T. Eeles, Administrative Section of the Technical Services Department. (Tel Direct Line: 01932 425174)**
- v) In the unlikely event of an alarm sounding, members of the public should leave the building immediately, either using the staircase leading from the public gallery or following other instructions as appropriate.

## **LIST OF MATTERS FOR CONSIDERATION**

### **PART I**

#### **Matters in respect of which reports have been made available for public inspection**

|   | <u>Page</u> |
|---|-------------|
| 1. NOTIFICATION OF CHANGES TO COMMITTEE MEMBERSHIP  | 3           |
| 2. MINUTES  | 3           |
| 3. APOLOGIES FOR ABSENCE  | 3           |
| 4. DECLARATIONS OF INTEREST   | 3           |
| 5. PLANNING APPLICATIONS  | 3           |
| 6. RUNNYMEDE BOROUGH LOCAL DEVELOPMENT FRAMEWORK – PROGRAMME AND KEY ISSUES AND OPTIONS           | 3           |
| 7. HOUSING LAND SUPPLY  | 7           |
| 8. LAND ADJACENT 59 BRIDGE ROAD, CHERTSEY: RETENTION OF BOUNDARY FENCING WALL, RAILINGS AND GATES | 8           |
| 9. APPEAL DECISIONS   | 10          |
| 10. PLANNING APPLICATIONS DETERMINED BY DIRECTOR OF TECHNICAL SERVICES                            | 11          |
| 11. EXCLUSION OF PRESS AND PUBLIC   | 11          |

### **PART II**

#### **Matters involving Exempt or Confidential Information in respect of which reports have not been made available for public inspection**

- a) Exempt Information  
(No reports to be considered under this heading)
- b) Confidential Information  
(No reports to be considered under this heading)

1. NOTIFICATION OF CHANGES TO COMMITTEE MEMBERSHIP

2. MINUTES

To confirm and sign the Minutes of the meeting of the Committee held on 26 May 2004 (Appendix 'A') as a correct record.

3. APOLOGIES FOR ABSENCE

4. DECLARATIONS OF INTEREST

If Members have an interest in an item please record the interest on the form circulated with this Agenda and hand it to the Legal Representative or Committee Administrator at the start of the meeting. A supply of the form will also be available from the Committee Administrator at meetings.

Members who have previously declared interests which are recorded in the Minutes to be considered at this meeting need not repeat the declaration when attending the meeting. Members need take no further action unless the item in which they have an interest becomes the subject of debate, in which event the Member must leave the room if the interest is personal and prejudicial.

5. PLANNING APPLICATIONS (DTS)

A list of the planning applications to be determined by the Committee is attached.

If Members have particular queries or interests in certain applications, the application files will be available for inspection and Officers present from 7.00 p.m. prior to the meeting in the ante room of the Council Chamber. This will be an informal opportunity for Members to see further details of applications and representations and to discuss and clarify issues. Copies of all letters of representation will also be placed on the table in the Chamber prior to the meeting and will be available for inspection by Members.

**OFFICERS' RECOMMENDATION that –**

**the said applications be determined as indicated and any permission granted be subject to the conditions authorised.**

**(TO RESOLVE)**

Background Papers

A list of background papers is available at the Technical Services Reception.

6. RUNNYMEDE BOROUGH LOCAL DEVELOPMENT FRAMEWORK – PROGRAMME AND KEY ISSUES AND OPTIONS (DTS)

1. Purpose of Report

1.1 The purpose of this report is to:

- **inform Members of progress on the introduction of the Planning and Compulsory Purchase Act and on the preparation of the Local Development Framework;**
- **seek approval for the Local Development Scheme (LDS);**
- **seek approval for the next stages of consultation on the Core Strategy and the Statement of Community Involvement.**

2. Background Information

2.1 The Local Development Framework (LDF) was last considered by the Committee on 3 March 2004. At that meeting a revised draft Local Development Scheme (LDS) was approved along with proposed methodologies for the production of the Core Strategy and Statement of Community Involvement (SCI).

3. Report

***Planning and Compulsory Purchase Act***

- 3.1 The Planning and Compulsory Purchase Act received Royal Assent on 13 May 2004 and a programme for commencement is expected shortly. This will formally introduce the new development plan system of Regional Spatial Strategies (RSS) and Local Development Frameworks (LDF) as reported previously to the Planning Committee.

***The Local Development Scheme***

- 3.2 The Local Development Scheme (LDS) is the programme for the preparation of the LDF. It covers a three year period and sets out what LDDs the Council intends to produce and identifies the resources available for their production.
- 3.3 The draft LDS at Appendix 'B' contains a number of changes to the timetable approved by the Committee on 3 March 2004. There are, however, no changes to the Local Development Documents that it is proposed to produce.
- 3.4 There are a number of changes to the timings proposed to reflect the following:
- commencement of the Planning and Compulsory Purchase Act;
  - available Committee and Council meeting dates;
  - the need to incorporate Strategic Environmental Assessment (SEA) and Sustainability Appraisal (SA) and the preparation of evidence to support draft policies at key points in the programme;
  - further information from the Planning Inspectorate on their timescales for conducting examinations.
- 3.5 The main implication of these changes is that rather than having two main phases of LDD production over the three years of the programme it is now proposed to incorporate all the proposed LDDs into a single phase. This has the advantages of better reflecting the timescales required by the Planning Inspectorate to programme examinations and it will reduce the number of separate consultations that need to be carried out over the programme period.
- 3.6 Other minor changes are:
- Inclusion of a protocol for making changes to the LDS.
  - Changes to the resources section to reflect additional staff time secured via the Planning Delivery Grant.
- 3.7 The LDS must be submitted to the Secretary of State (via the Regional Government Office) for approval. Once it takes effect a copy will be made available for inspection at the Council Offices and it will be published on the Council Website. Once the LDS is approved it will be subject to formal review through the Annual Monitoring Report on the LDF. This will identify any areas of slippage and the reasons for it and identify any corrective action required. Progress on the LDS will contribute to the assessment of the Planning Delivery Grant allocation in 2005/06.

***Core Strategy, Housing and Development Control LDDs***

- 3.8 The Core Strategy is a key Local Development Document (LDD) that will guide the other LDDs in the development framework. It should be based on an agreed long-term vision for the Borough.
- 3.9 To commence the process of preparing the Core Strategy, the Community Strategy Environment Task Group has considered a number of possible scenarios for future development in the Borough. They were also provided with an initial assessment of the

environmental implications of each scenario in a matrix format based on the regional environmental objectives.

- 3.10 The next stage in the preparation of the Core Strategy and the other first phase LDDs (on Housing and Development Control Policies) is to carry out a much wider consultation on the relevant issues and options. This will include public consultation. The material it is proposed to use for this first main consultation stage comprises a background document setting out the key issues and options (Appendix 'C') and a questionnaire (Appendix 'D').
- 3.11 The background paper includes a brief explanation of the new planning system and the role of the Local Development Framework. It also describes the need for a long-term vision and six possible general approaches to future development based on the material considered by the Community Strategy Task Group.
- 3.12 The questionnaire provides an opportunity for stakeholders to give their views on the key issues and options and to identify any other important matters that have not been included.

#### ***Statement of Community Involvement***

- 3.13 The Council is required to produce a Statement of Community Involvement (SCI), which must set out how the Authority intends to achieve continuous community involvement in the preparation of the Local Development Framework. Ultimately this is to produce consensus, as far as possible, regarding the form and content of the local development documents (LDDs) prepared by the Council. Comprehensive public participation throughout the process should also help to minimise the number of unresolved issues to be considered at the public examination stage.
- 3.14 The views of the local community will be integral to the development of the new framework, and the Council needs to identify the best ways of consulting and involving people and local stakeholders in the process. It will be particularly important to involve those groups who may not have been involved in the preparation of the Local Development Plan before. The new framework will provide the opportunity for local groups and organisations to be involved in the preparation of specific LDDs, fostering meaningful consultation on issues of their particular interest.
- 3.15 The SCI is a key LDD itself, which will involve public consultation on key issues and options (current stage), consultation on preferred options and proposals, submission to the Secretary of State, and independent examination. The intention is to run this process in tandem with the production of the Core Strategy. The first consultation stage, identifying key issues for the production of the SCI, is incorporated in the combined questionnaire attached at Appendix 'D'. There may be some changes required to the questionnaire before the formal consultations and it is recommended that these are left with the Director of Technical Services in consultation with the Chairman, to approve.
- 3.16 The SCI must also set out how the community will be consulted and involved in planning application decisions, which will be the subject of separate Government guidance in the form of a Planning Policy Statement (PPS), currently awaited.

#### ***Consultation***

- 3.17 It is proposed that the Issues and Options consultation is carried out over a six-week period commencing on 6 September 2004. Copies of the background paper and questionnaire would be provided at public libraries in the Borough and at the Council Offices. They would also be made available on the Council Website with a facility to download and print the questionnaire. Statutory and non-statutory consultees would be informed of the consultation and how to make representations.
- 3.18 The results of the consultation will be reported to a future meeting of the Planning Committee and will inform the next stage of the process which will be the selection of preferred options and formulation of proposals.

#### 4. Council Policy

- 4.1 The Leader's Statement 2004/5 identifies the following as a key role for the Planning Committee "To develop the policies to be included in the new Local Development Framework that reflect the needs of Runnymede in terms of economic, social and environmental development and that recognise the importance of sustainability." Adoption of the LDS and progress on the first phase of LDDs are essential elements in fulfilling this role.
- 4.2 The LDF will be the spatial expression of the Community Strategy for Runnymede. The Community Strategy includes a large number of objectives that will be achieved wholly or partly through the LDF including environmental, economic and housing objectives.

#### 5. Resource Implications

- 5.1 The LDS sets out the resources available for the completion of the three-year programme. Additional staff resources were agreed by the Corporate Management Committee at the meeting on 3 June 2004 to be funded via the Planning Delivery Grant awarded by Central Government.
- 5.2 The costs of the consultation can be accommodated from within the existing Local Plan/LDF budget.
- 5.3 In the past, the Council has constituted a formal Local Plan Sub-Committee to enable detailed scrutiny by Members, of issues and policies. Given that the Planning Committee now meets fortnightly and reports can be brought at more frequent intervals, a formal Sub-Committee is not considered necessary.
- 5.4 It is however considered that an informal working group of six Members would be useful to fulfil this detailed scrutiny role, and it is proposed that this could be constituted. It is recommended that the group meet during the day-time to enable wide-ranging technical support to be provided.

#### 6. Legal Implications

- 6.1 Under the provisions of the Planning and Compulsory Purchase Act 2004 it will be a legal requirement for Local Planning Authorities to produce Local Development Frameworks in accordance with the relevant regulations.

#### 7. Sustainability Issues

- 7.1 Every LDD apart from the Statement of Community Involvement and the Proposals Map must be accompanied by a Sustainability Appraisal which will assess its environmental, economic and social impacts. Where LDDs will have a significant environmental impact they will also require a Strategic Environmental Assessment in accordance with the relevant EC Directive.

#### 8. Other Issues

##### *Social Inclusion*

- 8.1 Preparation of the LDF should contribute to the reduction of social exclusion through the following means:

- the inclusion of policies to provide affordable housing,
- the inclusion of policies to maintain a buoyant local economy,
- involving all sectors of the community in preparing the LDF including hard-to-reach groups,
  
- guidance on transportation related issues, and
- opportunities for addressing skills shortages.

*Risk Management*

- 8.2 The LDS identifies a number of risks. Some of these are outside our control and action has already been taken to address the potential problem of staff turnover and resources.

*Consultation and Communications Strategies*

- 8.3 The SCI will comply with, and make appropriate reference to, the Council's Consultation and Communications Strategies.

9. Conclusion

- 9.1 The proposed LDS and consultation material at Appendices 'B' , 'C' and 'D' respectively provide the basis for making progress on the Local Development Framework in accordance with the Planning and Compulsory Purchase Act.

**OFFICERS' RECOMMENDATION that –**

- i) the Local Development Scheme at Appendix 'B' be submitted to the Secretary of State for approval following commencement of the Planning and Compulsory Purchase Act 2004;**
- ii) the background paper and questionnaire at Appendix 'C' and 'D' be approved for the purposes of consultation on the issues and options for the Core Strategy, Housing and Development Control Policies LDDs and the Statement of Community Involvement, subject to any changes that may be required to accord with any changes to the Act;**
- iii) a group of six Members of the Planning Committee be formed to serve as an informal Local Development Framework Working Group, to meet during the day; and**
- iv) any changes to the consultation material be undertaken by the Director of Technical Services in consultation with the Chairman of the Committee.**

**(TO RECOMMEND)**

Background Papers

None stated

7. HOUSING LAND SUPPLY (DTS)

1. Purpose of Report

- 1.1 **To advise Members of the housing land supply in the Borough.**

2. Background Information

- 2.1 The Borough Local Plan Policy HO6 requires an annual assessment to be made of housing land supply. The Council, through the Local Plan process, has a requirement to maintain a supply of housing land to meet the Structure Plan allocations. This report sets out the position on 31 March 2004 and reveals the requirement for the period to 2006 has been exceeded.

3. Policy and Technical Considerations

- 3.1 An assessment of the housing land supply on 31 March 2004 demonstrates:

| <u>Type</u>  | <u>Period</u> | <u>Housing Units</u> | <u>Total No. Units</u> |
|--|---------------|----------------------|------------------------|
| Completions 1991-2003 + 2003-2004<br>(see Appendix 'D', Table 1 for completions 2003-2004) | 1991-2004     | 2165+306             | 2471                   |
| Outstanding Planning Permission<br>(see Appendix 'D', Table 2)                             | 2004 onwards  |                      | 381                    |
| Small Site Estimate<br>(see Appendix 'D', Table 3)   | 2004-2006     | 2 x 42.48            | 85                     |
| Medium Site Estimate<br>(see Appendix 'D', Table 3)  | 2004-2006     | 2 x 23.85            | 48                     |
|  |               |                      | 2985                   |

- 3.2 A detailed analysis of housing land supply is set out in Appendix 'D'. The housing requirement for the Local Plan period (1991-2006) is 2400.
- 3.3 The House Builders' Federation were invited to comment on the housing land supply data. They have observed generally that the requirement for the period to 2006 has now been exceeded by completions and note the future supply. A few technical issues were raised and dealt with individually.
- 3.4 Whilst the Study reveals a healthy supply of housing land in the context of the Adopted Local Plan, it is important to recognise that the revisions to the housing requirements in the emerging Local Development Framework (see other item on Agenda) will require housing provision to be made for the period to 2016. The current position sets a healthy base for achieving the housing requirements for the longer term.
4. Conclusion
- 4.1 The housing land supply assessment for the period 1991-2004 reveals that the requirements of Policy HO6 have been exceeded.

**(FOR INFORMATION)**

Background Papers

None stated

8. LAND ADJACENT 59 BRIDGE ROAD, CHERTSEY : RETENTION OF BOUNDARY FENCING WALL, RAILINGS AND GATES (DTS)

1. Purpose of Report

1.1 **To consider details submitted for the retention of a new boundary wall, railings and gates on land adjacent 59 Bridge Road in discharge of condition 8 of RU.02/0699 and condition 5 of RU.03/1361.**

2. Background Information

2.1 The site has an extensive planning history relating to the erection of new residential development. Under planning application RU.02/0699 full planning permission was granted for the erection of 7 detached dwellings with associated parking and a new access road. Under application RU.03/1361 full planning permission was granted for amendments to the positioning and design of plots 1-3. Under both applications planning conditions (8 and 5 respectively) were imposed which required the submission of further details relating to boundary treatment within the site.

- 2.2 Details of a new front boundary fence wall, railings and gates were submitted on 20th February 2004 for approval under the terms of conditions (8) and (5) of the two consents.
3. Consultation
- 3.1 Given the nature and prominent positioning of the proposal, 17 consultation letters were sent to properties surrounding the site.
- 3.2 Two letters of representation were received from neighbouring properties outlining the following concerns:
- 1) Concerned over "prison" like enclosure and restricted access – anti-social;
  - 2) Bridge Road is an open community – new residents should become part of that community;
  - 3) present fence is unsightly – should not be replaced with another. A brick wall of a similar height would be more appropriate;
  - 4) electric gates should not obstruct traffic lights;
  - 5) contractors' vehicles cause disturbance to neighbours;
  - 6) the splayed entry is regularly used by motorists for "U" turns;
  - 7) debris on road.
- 3.3 The County Highway Authority raise no objections. Views are awaited from the Environment Agency.
4. Planning Proposal
- 4.1 On 20th February 2004 plans and elevations were submitted for the erection of a 2m high close-boarded fence running adjacent to the side boundary of plot 1 located some 2m back from the edge of the widened footpath. In addition a 2m high brick wall with railings and wrought iron gates extending to some 2.25m were proposed. The wall and railings were to be located behind the agreed visibility splays. Following Officer concerns relating to the height of the proposal, revised plans were received on 4th May 2004 detailing the design of the wall and railings to a revised maximum height of 1.8m. The proposed gates are proposed to extend to a maximum height of some 2.1 metres. Work has commenced on the site, however details of the chosen brick have not yet been submitted for approval.
5. Planning Considerations
- 5.1 The main issues for the consideration in these submissions include design and the visual impact upon the character of the surrounding area. The site also falls within the floodplain and the impact of the boundary fencing, walls/railings and gates upon the free flow of floodwater is a further consideration. In addition any new boundary treatment would need to comply with the County Highways Authority's requirements to ensure that this does not create a danger to highway users.
- 5.2 Bridge Road is characterised by a variety of different boundary treatments ranging from low level walling to high solid walls and fences extending in excess of 1.8m.
- 5.3 On the corner of Weir Road and Bridge Road, nos. 34 and 36 Bridge Road are bounded by a prominent solid brick wall extending to some 1.8m-2m. Immediately to the north a 2m solid fence bounds the front boundary with nos. 39, 41 and 43 Bridge Road. In addition a 1.8 solid fence exists to the front boundary of 38 and 42 Bridge Road. In closer proximity to the application site a 1.4m solid wall exists to the front of 62 and 68 Bridge Road, and a solid wall extending to some 1.8m to the front of 55 Bridge Road.
- 5.4 Given the character of the surrounding area and the incorporation of open railings within the proposed new boundary wall on the application site, the proposal is not felt to be out of

character or detrimental to the visual amenities of the area. Following an inspection of the materials on site, no objections are raised to the chosen brick colour.

- 5.5 Following discussions with the County Highways Authority, no objections are raised subject to the design of the main vehicular gate to be inward opening and vehicle activated.
- 5.6 Formal comments are awaited from the Environment Agency, however given the proposed finished ground level, the proposal is considered to be above the floodplain level.
- 5.7 In respect to the fencing, given the positioning of Plot 1 to Bridge Road, it was agreed under application RU.02/0699 that a solid screen along the flank boundary of Plot 1 would be acceptable so as to retain privacy levels. However, concerns were raised in earlier discussions with the erection of a 2m fence. In order to reduce the impact of the fence it was agreed that it be redesigned to comprise a solid wall and relocated a minimum distance of 2m from the back edge of the widened pavement so as to reduce its impact and allow planting to the front. In addition it was agreed that its height be reduced to 1.8 metres and that a 2m x 2m pedestrian intervisibility splay be provided adjacent to 59 Bridge Road, located immediately to the north west.
- 5.8 In addition the revised plan (received on 4th May 2004) details the provision of two additional trees located to the front of the walling to Plot 1. These will comprise two Betula Pendulas planted at a girth of 10-12cm, container grown at a planted height of 3-3.5m. In addition a mixture of low ground cover is proposed comprising a variety of plants grown in 3 litre pots planted at 6-7 plants per square metre. All planting is to comply with the agreed visibility sight lines with no obstruction between 0.6 metres and 2.1 metres.
- 5.9 Consideration has been given to the requirements of Article 8 and Article 1 of the First Protocol of the European Convention on Human Rights. It is not considered that approval of these details would result in a violation of any objectors' rights under the Convention.

**OFFICERS' RECOMMENDATION that –**

- i) subject to the receipt of revised drawings replacing the boundary fence with a 1.8m solid wall, the receipt of formal comments from the Environment Agency and confirmation of the chosen brick type, the boundary wall, railings and gates along the front site boundary be considered acceptable under planning conditions 8 of RU.02/0699 and 5 of RU.03/1361 as detailed upon drawing nos. BRC/01A and BR18A received on 4th May 2004; and**
- ii) the applicant be advised however that the above decision only relates to the proposed retention of wall/railings and gates upon the front boundary as detailed upon drawing no. BRC/01A. The remaining elements upon drawing no. BRC/01A in respect to landscaping, proposed levels and the other fencing proposals within the site do not form part of this decision and are still to be fully considered by this Authority.**

**(TO RESOLVE)**

Background Papers

None stated

9. APPEAL DECISIONS

The Planning Inspectorate has recently determined the appeals mentioned below. The appeal decisions are available for inspection in the Members' Room.

| <u>Site Development</u>  | <u>Decision</u> |
|--|-----------------|
| a) Land at rear of 6-11 North Street, Egham - planning appeal regarding erection of 5 terraced houses and garages with new access from Clarence Street (03/1211) | DISMISSED       |
| b) Brook House, 71A Harpesford Avenue, Virginia Water – appeal against refusal of consent to fell six Oak trees (03/1070)  | DISMISSED       |

**(FOR INFORMATION)**

Background Papers

Appeal decisions.

10. PLANNING APPLICATIONS DETERMINED BY DIRECTOR OF TECHNICAL SERVICES

A list of planning applications recently determined by the Director of Technical Services under his delegated powers is attached at Appendix 'E'. If Members have any particular matters they wish to raise, prior notice to the Chairman would be of assistance.

**(FOR INFORMATION)**

Background Papers

None

11. EXCLUSION OF PRESS AND PUBLIC

If the Committee is minded to consider any of the foregoing reports in private it is the

**OFFICERS' RECOMMENDATION that -**

**the press and public be excluded from the meeting during discussion of the following report under Section 100A(4) of the Local Government Act 1972 on the grounds that the report in question would be likely to involve disclosure of exempt information of the description specified in appropriate paragraph(s) of Part I of Schedule 12A of the Act.**

**(TO RESOLVE)**

**PART II**

**Matters involving Exempt or Confidential information in respect of which reports have not been made available for public inspection**

a) Exempt Information

(No reports to be considered under this heading).

b) Confidential Information

(No reports to be considered under this heading).