

HAVANT BOROUGH COUNCIL
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SITE VIEWING WORKING PARTY AGENDA

Membership: Councillor Satchwell (Chairman)

Councillors Crellin, Howard, Keast, Lowe, Lloyd and Mrs Shimbart (Vice-Chairman)

Standing Deputies: Councillor David Guest, Councillor Husky Patel, Councillor Diana Patrick, Councillor Julie Thain-Smith and Councillor Joanne Thomas

Meeting: Site Viewing Working Party

Date: 5 December 2019

Time: 12.30 pm

Venue:

Will Members please meet in the Public Service Plaza's Reception and remember to bring with them their copy of the Agenda for the next meeting of the Development Management Committee, reflective waistcoats/coats and wear appropriate footwear.

Members not on the Working Party are invited to meet with the Working Party onsite for applications within their wards or of general interest. Members intending to meet the Working Party onsite or wish to speak to me during the meeting of the Working Party are requested to contact me on 02392 446233.

Councillors are reminded that visits to sites/neighbouring land can only be undertaken with the agreement of the landowner(s) concerned. If such agreement is not forthcoming the Development Management Committee will need to rely on the report of the Officers authorised to gain entry under s324 of the Town and Country Planning Act 1990 and s88 of the Listed Buildings Act as these Acts do not automatically give the SVWP the right to enter private property. Councillors and Officers should also remember that when undertaking a site inspection on private property that they should be aware of this fact and care should be taken not to interfere with or damage any property. If a Councillor wishes to take photographs from the application or a third party site he or she should, as a matter of courtesy, seek the consent of the landowner. As Site Viewing is a meeting of the Council,

Councillors and Officers are reminded that they should conduct themselves accordingly while on site.

If any member needs to get in touch with the Working Party during the meeting they can be contacted on 07966 491886.

The business to be transacted is set out below:

Monday, 2 December 2019

Contact Officer: Mark Gregory 023 92446232
Email: mark.gregory@havant.gov.uk

	Page
1 Apologies	
2 Minutes	1 - 2
To approve the minutes of the Site Viewing Working Party held on 14 November 2019.	
3 Declarations of Interests	
4 Site Visits	3 - 20

DEVELOPMENT CONTROL SITE VIEW WORKING PARTY PROCEDURE AND HEALTH AND SAFETY GUIDANCE

ATTENDANCE AT SITE INSPECTIONS

The Site Viewing Working Party (SVWP) normally meets at the Civic Offices on the Thursday afternoon in the week preceding a Development Management Committee, although occasionally it is necessary for the time or the day to change in which case advance notice will be given.

A timetable/agenda is sent to Councillors on the Tuesday preceding the meeting of the SVWP. The Development Management Service also sends letters to both applicants and agents advising them of the intention of the SVWP to visit and the procedure. Where the Head of Planning (HP) considers it necessary to do so arrangements will be made in advance with the owners of adjoining sites to visit them. Any Councillor wishing to visit from third party land will need to discuss the matter with the HP as soon as possible, but no later than 48 hours before the meeting, although to do so at this stage may mean that access cannot be arranged in time.

The SVWP travels by coach/minibus between sites, but any Councillor interested in a matter on the agenda can meet the SVWP at a site, in order to have a better understanding of a proposal in their own ward or one that is of Borough wide interest. However, other Councillors attending the SVWP will not be allowed to address the working party, other than to point out matters of fact, detail, local knowledge and history. Any Councillor not appointed to the Development Management Committee but wishing to so address the SVWP before it makes a decision should where possible advise the Chairman of the Working Party of their wish to do so by 10.00am on the morning of the SVWP. The Chairman will, at the meeting, put the request to the SVWP for the SVWP's approval.

Councillors intending to meet the SVWP at an individual site are requested to make contact with the Committee Administrator prior to the meeting, in order that the SVWP can keep in contact with individual Councillors if running later (or earlier) than the timetable.

Relevant Officers of the Council will attend sites to explain the proposal to Councillors and to answer any factual questions that may arise. A Committee Administrator will also attend to take minutes and to help the administrative aspects of the visit.

The applicant/agent or owner of a site may also attend, but only to facilitate access to the land and buildings. It is not an opportunity for applicants, their representatives and other interested persons to seek to influence or discuss the merits of a proposal with the Councillors.

PROCEDURE AT SITE VISITS

The precise conduct of a site inspection will depend upon the nature of the site and the proposal, but in general the following will apply:

- A Councillor duly appointed at the annual meeting of the Council will chair each meeting. In the absence of that Councillor, the Vice-Chairman of the Working Party will chair the meeting (if present) or, if not, by another Councillor present and elected by the Working Party to chair the particular meeting.
- Councillors should familiarise themselves with the papers prior to the meeting.
- Upon arrival at each site the Executive Head of Planning and Built Environment (or such Officer as decided by HP) will briefly describe the proposal and the main points raised by objectors before leaving the minibus. Whilst on site the Officers will draw to the Councillors' attention salient features of the application, site and locality
- Wherever possible, Councillors and Officers should remain together throughout the inspection and should avoid becoming separated into small groups.
- Applicants, their agents and other interested parties will not normally be allowed to speak to Councillors during the visit of the SVWP. *Councillors should maintain a suitable distance between themselves and applicants, their agents and other interested parties and avoid discussing the merits of a proposal during the course of the visit. To do otherwise may lead to allegations of impropriety or undue influence at a later date. In circumstances where it is essential that an applicant or third party guides a SVWP around a site, or where complex technical information needs explanation by the applicant or a third party (including consultees), the HP will, in liaison with the Chairman of the SVWP consider the need for, and implications of doing so in advance of the meeting and will advise Councillors of the special arrangements for that particular site visit. The Committee Administrator will record in the minutes the reason for any variation in normal practice.*
- Questions and discussion should be of a factual nature and Councillors should avoid debating the application, as this is the proper role of the Development Management Committee. Questions which cannot be answered on site will be noted and the information supplied (where possible) in time for the Development Management Committee meeting.
- The Chairman will seek to secure a majority view at the conclusion of each individual site visit and, if it is apparent that a majority view cannot be obtained he will recommend that the SVWP do not record a view.
- The Committee Administrator will record in the minutes the reasons for the visit, the location(s) from which the Working Party viewed the proposals and any recommendation made by the Working Party to the Development Management Committee.

HEALTH AND SAFETY

Members of the SVWP, all Officers and other Councillors attending the meeting have a legal duty to dress appropriately for the occasion. The minimum standards are:

- The reflective jackets/waistcoats as provided;
- Appropriate footwear i.e. stout shoes and NOT open toe shoes, sandals or high heels.

Where site rules or conditions dictate that safety footwear and hard hats are essential these will be provided.

The Chairman of the SVWP (upon advice of the HP or her representative) has the authority, in the interests of health and safety, to refuse access to a site by a Councillor or Officer not considered appropriately dressed. Additionally Councillors should observe specific advice on safety given by Officers present.

Councillors need to be aware that visits to sites/neighbouring land can only be undertaken with the agreement of the landowner(s) concerned. If such agreement is not forthcoming the Development Management Committee will need to rely on the report of the Officers authorised to gain entry under s324 of the Town and Country Planning Act 1990 and s88 of the Listed Buildings Act as these Acts do not automatically give the SVWP the right to enter private property. Councillors and Officers should also remember that when undertaking a site inspection on private property that they should be aware of this fact and care should be taken not to interfere with or damage any property. As Site Viewing is a meeting of the Council, Councillors and Officers are reminded that they should conduct themselves accordingly while on site.

The SVWP Committee Administrator will always carry a mobile phone for contact with the Civic Offices and for emergency purposes.

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HAVANT BOROUGH COUNCIL

At a meeting of the Site Viewing Working Party held on 14 November 2019

Present

Councillor: Satchwell (Chairman)

Councillors: Crellin, Lloyd and Patel (Standing Deputy)

Officers: Mark Gregory, Democratic Services Officer
Steve Weaver, Development Manager
Lesley Wells, Principal Planning Officer

1 Apologies

Apologies for absence were received from Councillors Keast, Lowe and Mrs Shimbart.

2 Minutes

The Minutes of the meeting of the Site Viewing Working Party held on 3 October 2019 were agreed as a correct record and signed by the Chairman.

3 Declarations of Interests

There were no declarations of interests relating to matters on the agenda.

4 APP/19/00837 and APP/19/00834 - 59 & 61 Langstone Road, Havant

Application APP/19/00837

Proposal: Replacement Cottage.

Application APP/19/00834

Proposal: Listed Building Consent for replacement cottage.

The site was viewed at the request of the Director of Regeneration & Place.

The Working Party received written reports by the Head of Planning, which identified the following key considerations:

Application APP/19/00837

- (i) principle of development;
- (ii) impact upon the Grade II Listed Building, the Langstone Conservation Area and the Chichester Area of Outstanding Natural Beauty;
- (iii) impact upon residential amenity;

- (iv) public utilities;
- (v) parking;
- (vi) land contamination;
- (vii) drainage;
- (viii) archaeology; and
- (ix) Community Infrastructure Levy and developer contributions.

Application APP/19/00834

- (i) impact on the Grade II Listed Building and Langstone Conservation Area.

The Working Party viewed the site, the subject of the applications, to assess whether there were any additional matters that should be considered by the Development Management Committee.

RESOLVED that, based on the site inspection and information available at the time, the following additional information be provided to the Development Management Committee:

- (a) images of the building prior to the fire; and
- (b) a street scene drawing

The meeting commenced at 12.30 pm and concluded at 1.10 pm

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Chairman

Schedule of Site Visits

	Approximate Time
(i) Site Address: 50-66 Creek Road, Hayling Island PO9 9RE	12.45 pm
Application: APP/19/00279	
Proposal: Additon of first floor to create 2No. two bed flats (DMC Agenda Pages: 13-54)	
(Case Officer: David Eaves – 023 92446549)	
(ii) Site Address: Land at Lower Road, Havant	1.45 pm
Application: APP/19/00427	
Proposal: Development of 50 dwellings together with access, landscaping and open space Briefing Note Attached (SVWP Agenda Pages 5-19)	
(Case Officer: Daphney Hayward – 02392 446513)	

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comprises the main part of the CA and is divided into two by the railway line which was constructed in 1847. The CA includes a number of listed buildings, including The Old Rectory, The Manor and Bidbury House. The boundary of the CA has recently been reviewed and now includes the Old Manor Farm site, which lies on the south side of Lower Road adjoining the application site.

- 1.4 Part of the application site (north facing) fronts onto Lower Road, with the remaining northern boundary of the site abutting the small development of farm buildings that have been converted into residential dwellings (Old Manor Farm). The western boundary is not currently defined and is part of the open field. The southern boundary faces the railway line with some landscaping whilst further to the south is the A27 (Havant Bypass).
- 1.5 The northern boundary with Lower Road comprises mature hedging, broken by a gap in the north western corner to provide access. Along Lower Road, adjacent to the site are a number of dwellings which vary greatly in their vernacular style. Dwellings range from small period terraced cottages to large detached two storey houses, with a number of single storey and chalet style bungalows
- 1.6 The site, which is located within Flood Zone 1, is covered by an Area Tree Preservation Order and overlays a Principal Aquifer. The land is located south of Portsmouth Water Ground Water Source Protection Zone One (SPZ1) and the southern part provides secondary habitat for Brent Geese and Waders. Overall the land falls by around 3 metres towards the western/southern corner.

2 Proposal

- 2.1 The proposal is for the erection of 50 dwellings (45 two storey and 5 single storey) including a 30% provision of affordable homes, provision of public open space, community orchard, allotments and associated infrastructure.
- 2.2 The development, which would be accessed off Lower Road, would provide a variety of dwellings ranging from 2 to 4 bedrooms in size comprising 22 x 2 bed, 18 x 3 bed and 10 x 4 bed. The majority of the development would consist of 2 storey houses, but with 5 No. single storey bungalows adjacent the northern boundary with Old Manor Farm.
- 2.3 The proposed development, which would be set back from the Lower Road frontage behind a retained hedge and a landscape area, would embrace a very traditional appearance, taking inspiration from the surrounding vernacular, particularly the older properties located in the Old Bedhampton area and the Old Manor Farm development. Clay and slate tiled roofs, brick chimneys with brick elevations are proposed with some timber boarding to key buildings, garages, car barns and porches. The window fenestration will have Georgian and cottage style glazing bars to give a traditional appearance, and the built form would incorporate Brick Chimneys, Timber Boarding, Black Rainwater Goods, Exposed Rafter Feet, Timber Framed Porches and Dormer Windows.
- 2.4 With regard to the conifers enclosing the eastern boundary of the site, once the proposed planting to the east has established they are to be replaced with native

species of a similar mix to the planting proposed to the east, namely; field maple, alder, oak and holm oak standards with a native understorey of field maple, hazel, hawthorn, holly and blackthorn to ensure a good mix of fast-growing and legacy species with native species for biodiversity and to respect the character of the paddocks to the east with the added screening benefit of evergreens.

2.5 The proposed scheme for the site has continued to evolve since the submission of the original application in response to comments from the internal and external consultees, local residents and officers at the Council. The amendments made to the scheme from the original submitted layout include: -

- Improvement to the footpath along Bidbury Mead
- Improvement to the site access to aid the movement of a refuse vehicle and other large vehicles/footpath
- Additional landscaping including hedging and more native tree planting to replace the mature conifers on the eastern boundary
- More detailed drainage plans
- Improved garden provision to accord with the Borough Design Guide
- Realignment of the agricultural track to have regard to a potential right of way referred to as Narrow Marsh Lane to allow for the public to transverse this route.

Nature of affordable housing proposed

2.6 Of the proposed 50 dwellings (22 No. 2 bed, 18 No. 3 bed and 10 No. 4 bed) 30% (15 dwellings, 7 No. 2 bed houses, 4 No. 2 bed bungalows and 4 No. 3 bed houses) would be delivered as affordable units.

Drainage

2.7 The development provides approximately 2ha of open space and a Sustainable Urban Drainage scheme (SUDs) including an attenuation basin within this area would deal with surface water flows at the site.

Allotment and Orchard

2.8 The proposal includes the provision of approximately 2ha of open space including allotments and an orchard, which are located to the south of the proposed residential development.

2.9 It should be noted that given the loss of agricultural land, coupled with the provision of large areas of open space which will be managed going forward, the scheme has achieved nutrient neutrality.

Proposed Access and parking

2.10 The site would be served by a single vehicular access onto Lower Road serving a number of cul-de-sacs and a loop enclosing a small area of open space. Car parking within the scheme has been designed in line with the Havant Borough Council Parking SPD (July 2016). In accordance with this document there is a total of 136 spaces, which consist of garages (3 x 6m), open parking spaces in private parking courts, on curtilage parking, lay-bys and visitor spaces. The development would also provide 120 cycle parking spaces in accordance with adopted standards. The proposal includes a contribution for funding for offsite highway works comprising footpath improvement to Bidbury Lane.

- 2.11 The existing agricultural access off Lower Road would be retained and the latest revised layout [Ref drawing 17.403 102 Rev P] has realigned the 'track' which is now synonymous with what used to be called Narrow Marsh Lane..

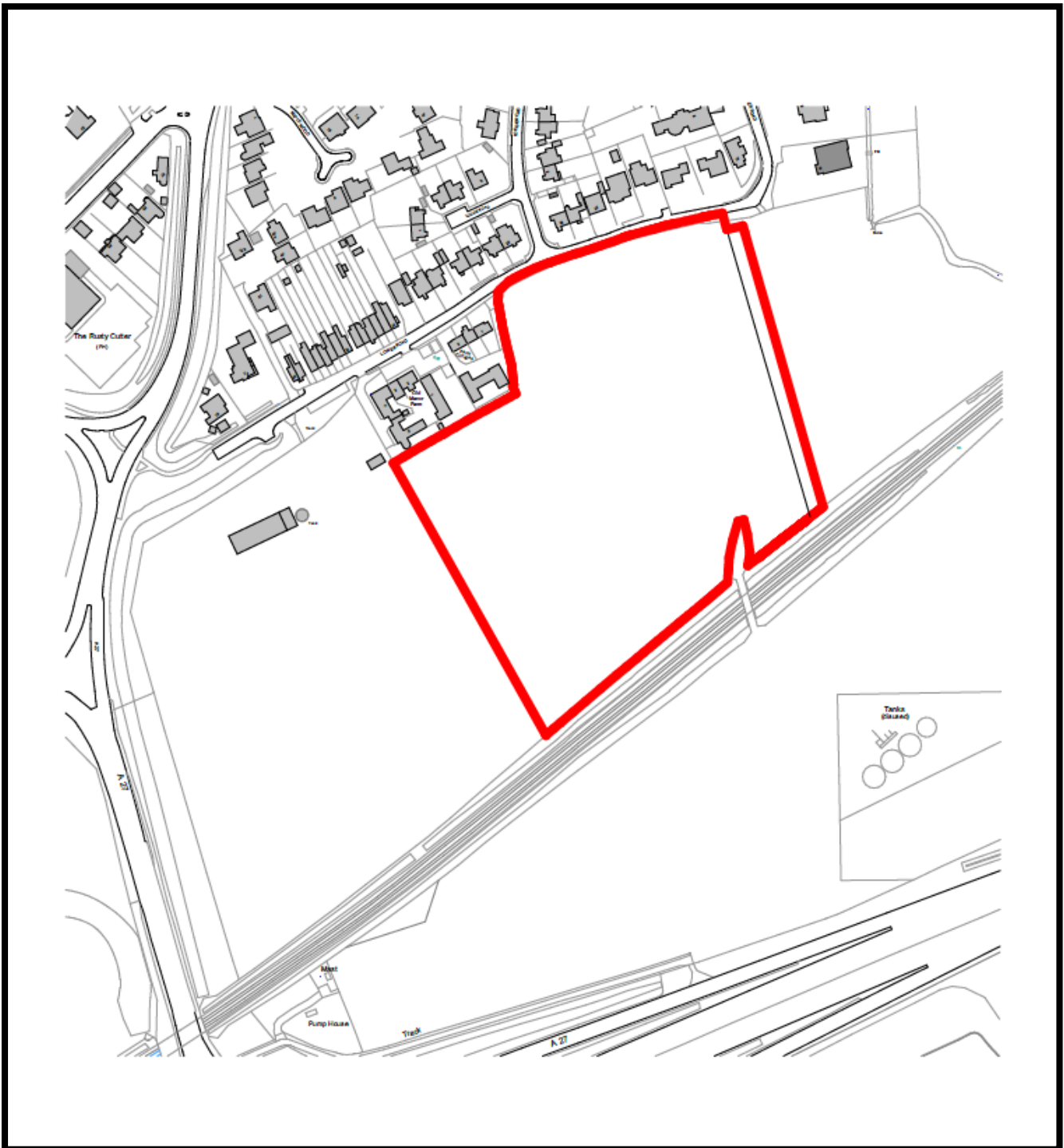
3. Conclusion

- 3.1 In conclusion, this Briefing Note is intended to provide members with an outline of the proposed development at Lower Road in advance of the Site Viewing Working Party visit. A full Officers Report will be available for consideration in line with the Council's Development Management Procedures in due course.

4. Appendices

- (A) Location Plan
- (B) Layout Plan
- (C) Street Scenes
- (D) Street Scenes
- (E) Conservation Area Boundary
- (F) Footpath improvement to Bidbury Lane

LOCATION PLAN



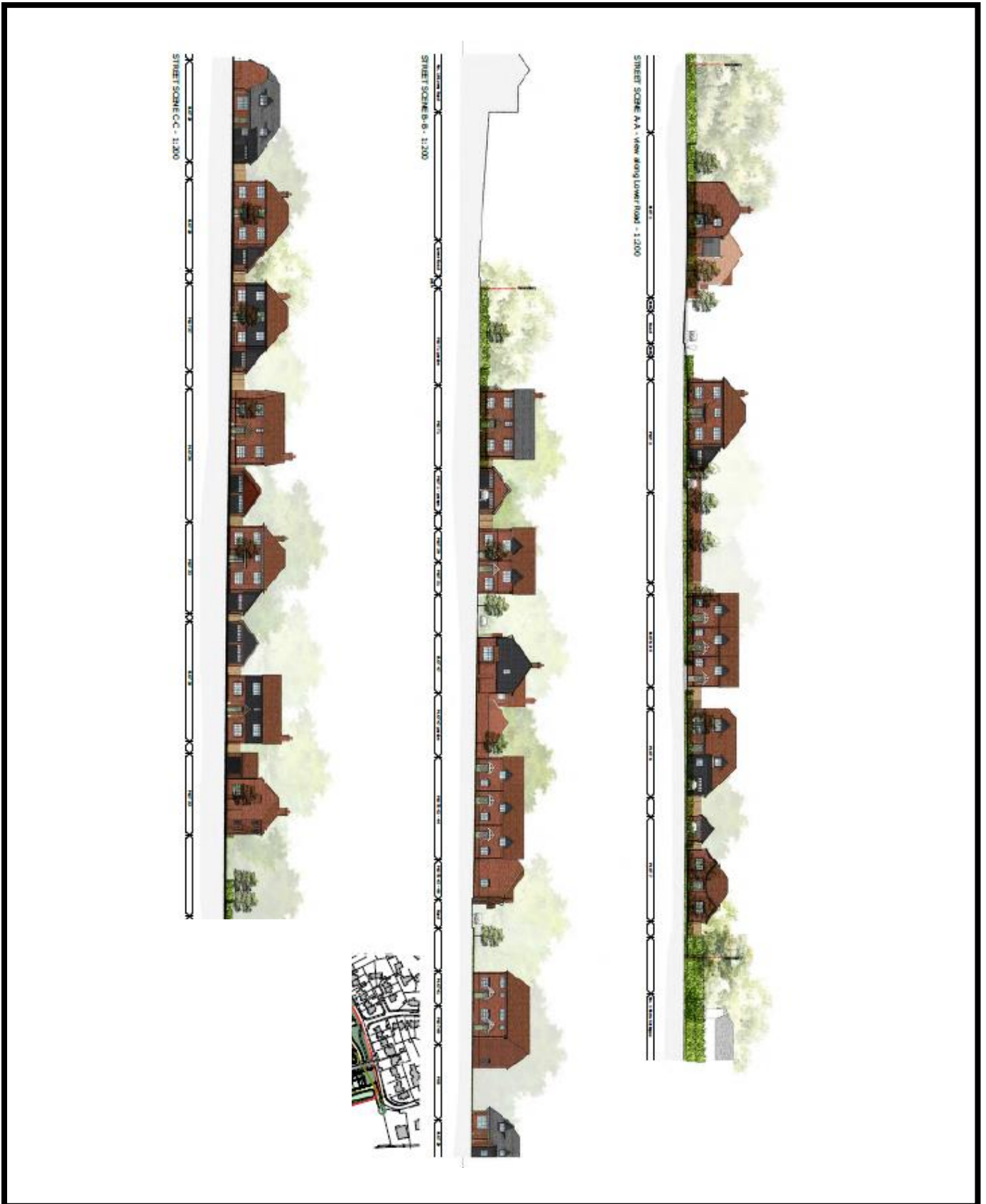
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LAYOUT PLAN

APPENDIX B



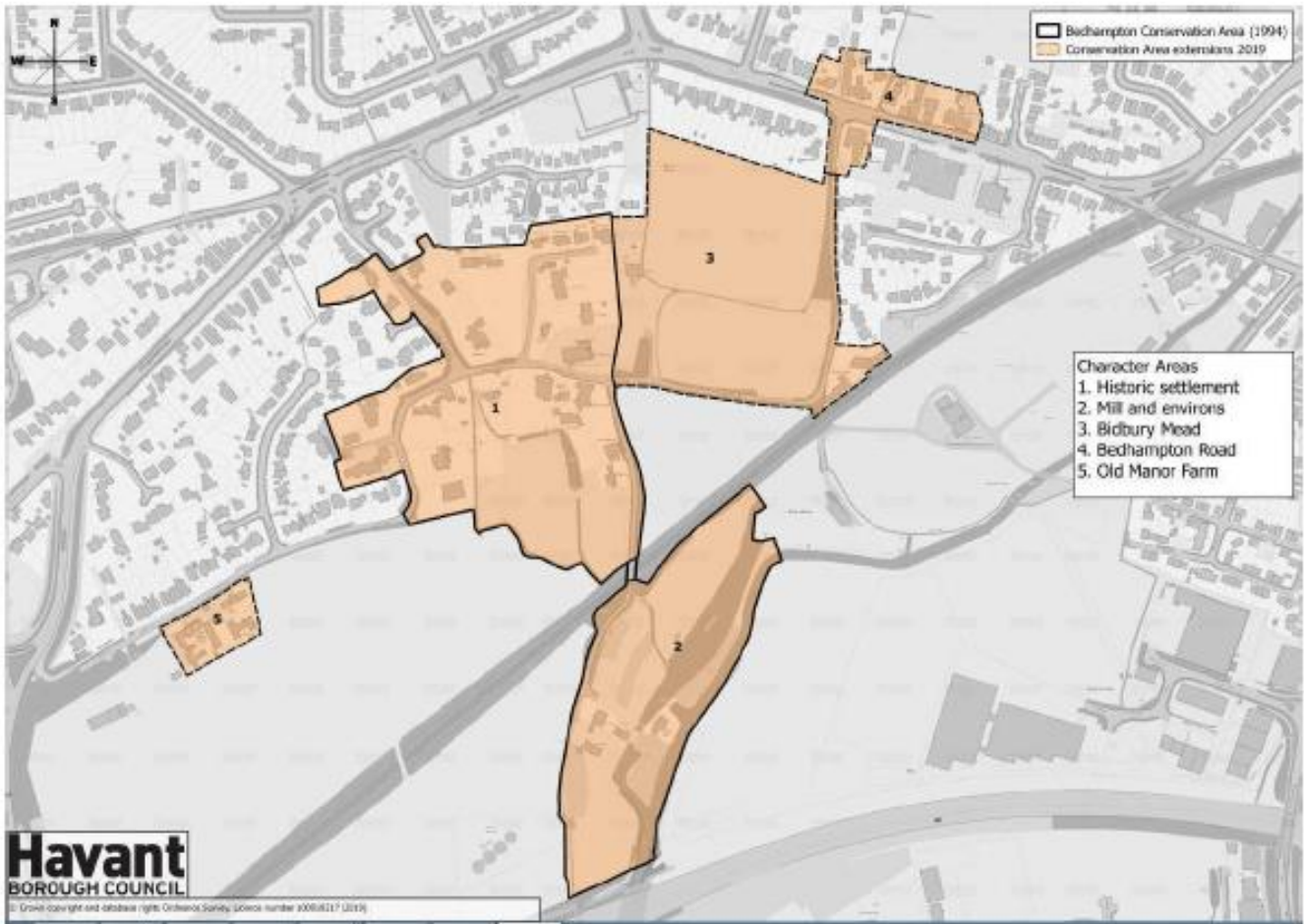
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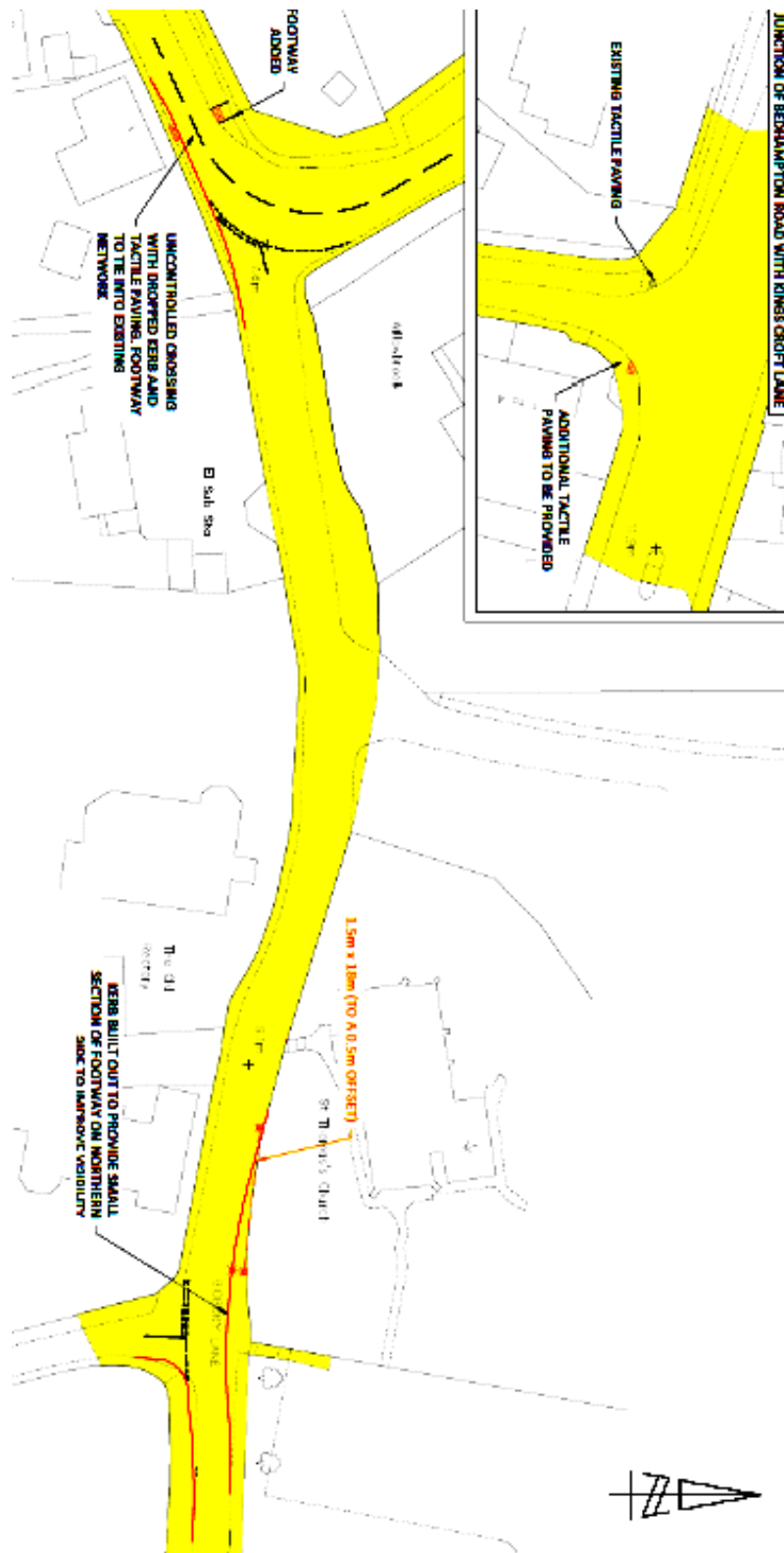
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