

City of Durham Parish Council

Office 3 D4.01d
Clayport Library
8 Millennium Place
Durham
DH1 1WA

Telephone 07704 525630
Email: parishclerk@cityofdurham-pc.gov.uk

1 July 2019

Dear Planning Committee Member

In accordance with the Local Government Act 1972 I hereby give you notice that a meeting of the Planning Committee will be held in **Office 2, Clayport Library Building at 14:00 on Friday 5 July 2019** to transact the following business:

1. Welcome and apologies
2. To receive any declarations of interest from members.
3. To receive and approve as a correct record the minutes of the meeting on 21 June 2019.
4. To receive any public participation comments on the following agenda items.
5. Proposed new County HQ on the Sands (planning reference DM/18/02369/FPA):
 - a. Update on latest position.
 - b. Ecologist's report re otters
 - c. De-registration of the Common land at The Sands.
 - d. Any other relevant developments
6. Matters arising:
 - a. to approve the following responses (for text of letters see Parish web site):
 - DM/19/01308/FPA** | Change of use and subdivision of 1no A2 (financial Institution) unit to 1no sui-generis (distillery) unit and 1no A3 (cafe) unit | 30 High Street Durham DH1 3UL (further correspondence)
 - DM/19/01428/AD** | Non-illuminated vertical sign | Dun Holm House 8 The Riverwalk Millburngate Durham DH1 4SL
 - DM/19/01673/FPA** and **DM/19/01674/LB** | Demolition of existing extension, erection of two-storey extension, minor internal alterations, like of like replacement of bay window and change of use to a house in multiple occupation (*sui generis*) | 22 Allergate Durham DH1 4ET
 - DM/19/01683/FPA** | The change of use of dwelling (Use Class C3) to a small HMO (Use Class C4) and the erection of a dwelling in small HMO use (Use Class C4) | 36 The Hallgarth Durham DH1 3BJ
 - DM/19/01720/FPA** | Erection of two storey side extension to C4 (House in multiple occupation) dwelling. | 77 Whinney Hill Durham DH1 3BG

7. Oversight of the work of the Neighbourhood Plan Working Party
8. Student HMOs
 - a. Review of the report into the investigation of previous HMO applications.
 - b. update on discussions with Durham University on HMO locations.
 - c. consideration of HMO applications going forward.
9. Planning applications: To consider making representations on the following:

DM/19/01308/FPA | Change of use and subdivision of 1no A2 (financial Institution) unit to 1no sui-generis (distillery) unit and 1no A3 (cafe) unit including the installation of 4no. windows to south elevation | 30 High Street Durham DH1 3UL (re-consideration)

DM/19/01411/FPA | Two storey extension to rear of the existing C4 accommodation to create additional amenity space and 2no. 1-bed apartments and 1no. 2-bed apartment (C3 housing). | 12 North Road Durham DH1 4SH

DM/19/01526/VOC | Amendment to opening hours from 12.00 - 23.00 Monday to Sunday. (Amendment to condition 11 on planning permission 4/03/01178/FPA) | Lebaneat 47 North Bailey Durham DH1 3ET

DM/19/01686/LB | Addition of roof cowl to pitched roof | 29 - 30 Old Elvet Durham DH1 3HN

DM/19/01893/TPO | Various tree works - Land At North End Durham DH1 4LU

DM/19/01901/FPA | Rear Dormer Window | 37 Nevilledale Terrace Durham DH1 4QG

DM/19/01906/AD | Flat panel internally illuminated shopfront signs, 1 no projecting sign, 2 internally fixed non illuminated signs and SAV applied internally to existing windows | 16 High Street Durham DH1 3UJ

DM/19/01909/FPA | Change of use of part ground floor and first floor of no. 90 to small HMO (Use Class C4) and single storey extension to no. 89 to provide workshop. | 89-90 Claypath Durham DH1 1RG

DM/19/01912/FPA | Erection of a first-floor extension to create two storeys dwelling and first floor external roof terrace, single storey extensions to the front and rear, alterations to the external materials (render and cladding) and window arrangement, and associated new hardstanding. | The Bungalow Quarry House Lane Crossgate Moor Durham DH1 4JA

DM/19/01935/FPA and **DM/19/01936/LB** | Conversion of building to permit ground floor Drinking Establishment (A4) and 7no. bed house in multiple occupation (Sui-Generis) including various external alterations (new shopfront, replacement windows, alterations to roof (dormer/raising of roof) and internal and external structural repairs and associated drainage, mechanical and electrical plant to rear yard. | 34 - 35 Saddler Street Durham DH1 3NU

DM/19/01937/VOC | Variation of Condition 3 (approved plans) of DM/15/03734/VOC to allow introduction of roof plant to hub building. | Mount Oswald (Durham Uni Site) South Road Durham DH1 3TQ

DM/19/01950/FPA | Single storey rear extension (resubmission of DM/19/01334/FPA with revised party wall) | 20 Faraday Court Nevilles Cross Durham DH1 4FG
10. Proposed phone box removal: Church Street Head, Durham, DH1 3DN

11. Dates of future meetings

19 July 2019 - 14.00 to 16.00 hrs – Office 2, Clayport Library Building.

2 August 2019 - 14.00 to 16.00 hrs – Office 2, Clayport Library Building.

And, pursuant to the provisions of the above-named Act, I Hereby Summon You to attend the said meeting.

Adam Shanley
Clerk to the City of Durham Parish Council
Tel 07704 525630

Email: parishclerk@cityofdurham-pc.gov.uk
<http://cityofdurham-pc.gov.uk/>

City of Durham Parish Council

Minutes of Planning Committee meeting held at 14:00 pm on Friday 21st June 2019 in Office 2, Clayport library building, 8 Millennium Pl, DH1 1WA.

Present: Cllr J Ashby (in the Chair), Cllr J Elmer, Cllr L Brown and Cllr G Holland

Also present: Parish Clerk Adam Shanley, Cllr E Ashby and 1 member of the public.

1. Welcome and apologies

Apologies were received from Cllrs Ashfield and Cornwell

2. To receive any declarations of interest from members.

Cllr L Brown declared an interest in application DM/19/01680/FPA.

Cllr J Ashby declared an interest in application **DM/19/01789/VOC** and took no part in discussions on this application.

3. To receive and approve as a correct record the minutes of the meeting on 7 June 2019.

The Minutes of the meeting held on 7th June were accepted as a true and accurate record of proceedings.

4. To receive any public participation comments on the following agenda items.

Cllr E Ashby advised that she was present to discuss application DM/19/01680/FPA and would happily wait until this was discussed according to the Agenda order.

5. Proposed new County HQ on the Sands (planning reference DM/18/02369/FPA):

a. Update on latest position.

The Clerk advised that the Parish Council were waiting to hear back from the Courts as to whether this would proceed to a Judicial Review. The Clerk also reported that the Parish Council solicitor had highlighted two errors in the submission from the County Council to the Courts.

b. Progressing the CrowdJustice fundraising

The Clerk reported that the CrowdJustice campaign had now gone beyond the £10,000 milestone and thanks to the donation from the City of Durham Trust to allow this to happen. The Clerk reminded Councillors that this would be put on hold from the 16th July to allow for the summer holidays and to wait to hear back from the Courts. Further fundraising up until this date is planned as usual.

c. De-registration of the Common land at The Sands.

The Clerk reported that the OSS had considered this issue and he had requested that the Parish Council be kept up to date on any official reply the OSS may make to this.

d. Any other relevant developments

Cllr J Ashby reported that the clarifications had been sought on the matter of the Sixth Form car parking application.

6. Matters arising:

a. to approve the following responses (for text of letters see Parish web site): **DM/19/01578/FPA** and **DM/19/01579/LB** | Construction of passive ventilation system (including lowering of ground level, retaining walls, ventilation stack, staircase and metal railings) | Durham University University College Durham Castle Palace Green Durham DH1 3RW. The Chair reported that the letter commending this work had been submitted.

DM/19/01582/FPA | Extension to existing kitchen to rear of property with internal alterations from 4-bedroom C4 HMO to 5-bedroom C4 HMO | 18 East Atherton Street Durham DH1 4DG. The Chair advised that the Committee could find no planning reason to object to this application and therefore the application was noted.

DM/19/01700/FPA | Change of use from Class C3 dwelling-house to Class C4 House in Multiple Occupation | 3 Juniper Way Durham DH1 4GZ. It was **agreed** to call this application to Committee and Cllr G Holland offered to represent the Parish Council at this Committee.

DM/19/01711/FPA | Demolition of sections of enclosure and provision of access in association with use of a car park and associated works | Durham Sixth Form Centre The Sands Durham DH1 1SG. The Chair reported that the response to this application had been submitted and the further clarifications sought from the County Council.

DM/19/01503/AD | Internally illuminated light box to display information related to St. Cuthbert and The Journey Statue | The Journey Millennium Place Durham (reconsideration). The response to this application was approved and the Chair thanked Cllr E Ashby for drawing the matters arising from this application to the Committee's attention.

7. Oversight of the work of the Neighbourhood Plan Working Party

The Chair reported that the Regulation 14 consultation on the draft copy of the Neighbourhood Plan would soon be finishing. The Working Party would then be considering the comments received and putting the final version through the Planning Committee and then on to the Full Parish Council to agree. This would then go to the County Council for the Regulation 16 consultation testing the basic conditions of the Plan.

8. Update on student HMO investigation

The Chair reported that he and the Clerk had met with the PHD student to further discuss and clarify the scope of the work intended. The Chair reported that it was clear from testing just a small number of the applications that there was a disparity between DCC and University figures.

Cllr E Ashby asked whether further publicity of this work being carried out would need to go to the Residents Groups who may or may not be carrying out their own investigations on this. The Chair advised that he would expect one of the Parish Councillors to attend a local Residents' Group meeting and inform the group of this work. The Chair also reported that he was happy that such groups were carrying out their own investigations, however it was important that the data presented to the County Council regarding this policy came from an official source.

9. Application to place tables and chairs on the highway - Hotel Indigo, Old Elvet, Durham City, DH1 3HL

Cllr L Brown advised that she was concerned about this particular application owing to the impact this would have on accessibility for the public in this area. Cllr L Brown advised that she had made the Durham Access Group aware of this application and they had submitted an objection to this. It was **agreed** to object to this application and Cllr L Brown offered to draft the response to this. It was also **agreed** that the Clerk would ask Durham County Council to notify the Parish Council of such applications in future.

10. Planning applications: To consider making representations on the following:

DM/19/01308/FPA | Change of use and subdivision of 1no A2 (financial Institution) unit to 1no sui-generis (distillery) unit and 1no A3 (cafe) unit including the installation of 4no. windows to south elevation | 30 High Street Durham DH1 3UL (re-consideration). It was **agreed** to defer consideration of this application until further clarifications over future usage and neighbouring properties had been sought. Cllr J Ashby agreed to draft a letter seeking clarifications.

DM/19/01428/AD | Non-illuminated vertical sign | Dun Holm House 8 The Riverwalk Millburngate Durham DH1 4SL. It was **agreed** to support the officer's response to this application and her excellent work on it, the officer having advised that the scale of the sign should better reflect the proportions of other consented signage within the development. Cllr J Ashby agreed to draft the letter to this.

DM/19/01463/AD | Erection of 2no. non-illuminated fascia signs, 1no. window graphic and 1no. non-illuminated projecting hanging sign. | Country Fashions 10 - 11 Silver Street Durham DH1 3RB. It was **agreed** to note this application.

DM/19/01673/FPA and **DM/19/01674/LB** | Demolition of existing extension, erection of two-storey extension, minor internal alterations, like for like replacement of bay window and change of use to a house in multiple occupation (sui generis) | 22 Allergate Durham DH1 4ET. A member of the public attended the meeting to advise that he would be objecting to this application. He advised that the scheme had not materially altered since it was last considered. He felt that this would effectively be used as a large HMO. It was **agreed** to object to this application and also to call this to Committee. Cllr G Holland agreed to draft the response for this, and Cllr L Brown will request data on the percentage of HMO's within 100 metre radius of the property.

DM/19/01680/FPA | Change of use from a dwelling (use class C3) to be used as either a dwelling (use class C3) or a small HMO (use class C4) | Dungraston House Nevilles Cross Bank Durham DH1 4JW. It was **agreed** to note this application.

DM/19/01683/FPA | The change of use of dwelling (Use Class C3) to a small HMO (Use Class C4) and the erection of a dwelling in small HMO use (Use Class C4) | 36 The Hallgarth Durham DH1 3BJ. It was **agreed** to object to this application and call it to Committee. Cllr J Ashby agreed to draft the letter on behalf of the Parish Planning Committee.

DM/19/01689/FPA | Change of use from A3 (food and drink) to A4 (drinking establishments) | The Holy Grail 57 Crossgate Durham DH1 4PR. It was **agreed** to note this application.

DM/19/01720/FPA | Erection of two storey side extension to C4 (House in multiple occupation) dwelling. | 77 Whinney Hill Durham DH1 3BG. It was **agreed** to object to this application and call this to Committee where the case would also be highlighted that extensions to HMOs is also an issue. Cllr J Ashby agreed to draft the letter on behalf of the Committee.

DM/19/01730/VOC | Variation of condition 2 of planning application DM/15/03658/FPA relating to design alterations | Land To The South East Of Hillcrest Potters Bank Durham DH1 3RR. It was **agreed** to note this application.

DM/19/01765/VOC | Variation of condition 2 of planning approval DM/18/02268/FPA to allow an increase in basement size of plot 3 and removal of 3 trees (T14, T15, T16) | Highfield House Potters Bank Durham DH1 3RR. It was **agreed** to note this application.

DM/19/01789/VOC | Variation of conditions no. 3 (opening hours) to allow extended opening hours (0800 - 2100 (Monday to Saturday) and 1000 - 1800 (Sunday)), and no. 4 to permit outside seating within the rear garden of planning consent 4/10/00582/FPA. | Claypath Deli 57 Claypath Durham DH1 1QS. It was **agreed** to note this application.

DM/19/01820/AD | Advertisement consent for the display of 7 No. vinyls attached externally to existing windows. | Gala Theatre And Tourist Information Centre 1 - 2 Millennium Place Durham DH1 1WA. It was **agreed** to note this application.

DM/19/01842/FPA | Erection of part two-storey/part single-storey extensions at side and rear of dwelling. | 4 Orchard Drive Durham DH1 1LA. It was **agreed** to note this application.

11. Dates of future meetings

5 July 2019 - 14.00 to 16.00 hrs – Office 2, Clayport Library Building.

19 July 2019 - 14.00 to 16.00 hrs – Office 2, Clayport Library Building.

There being no further business, the Chair thanked Members for their attendance and closed the meeting.

Signed,

Chair of the City of Durham Parish Council Planning Committee