



## CRAVEN DISTRICT COUNCIL

### PLANNING COMMITTEE – SITE VISIT

24<sup>th</sup> October 2016

#### AGENDA

Please note that the Committee will visit the following site(s) on Monday, 24<sup>th</sup> October, 2016. Members are asked to meet at **Site A at 9.55am**, or alternatively at the Belle Vue Square Offices car park no later than **8.55am**.

- a. **18/2016/17055 Proposed conversion of water treatment works to 3 bed dwelling  
Proposed conversion of water treatment works to form three bedroomed dwelling  
and conversion of water tank to ancillary garage and office/workshop, Keasden  
Road, Clapham, LA2 8HA. (Ingleton and Clapham Ward)**

Note : Members are asked to meet at the junction of Keasden Road and the access track to this site. The access track may not be suitable for some vehicles, appropriate foot wear may be required.

- b. **69/2016/17106 Proposed dwelling house with on site parking and turning areas  
(resubmission of previously refused permission 69/2014/14956), Lane End Farm,  
Cam Lane, Thornton in Craven, Skipton, BD23 3SX. (West Craven Ward)  
Approximately 11.15am**

Note : The access road to this site is narrow and parking may be limited.

- c. **32/2016/17300 Residential development of four, two bedroom three person starter  
homes with off street parking, garage site adjacent to 44 and 60 Colne Road,  
Glusburn. (Glusburn Ward) Approximately 11.55am**

Following the site visit refreshments will be available at the Belle Vue Square Offices.

Agenda Contact Officer:  
Chris Waterhouse, Committee Officer  
Tel. 01756 706235  
Skipton, 14<sup>th</sup> October 2016.

## **Planning Committee Site Visit Procedure**

- A. On arrival, the Chairman will call the Members of the Planning Committee, any Ward Representative(s) and others invited to be present to order. The Chairman will explain the purpose of the site visit so that all are aware that it is a fact finding exercise only and that no decision will be taken until the Committee meeting.
  - B. The Chairman will then ask the appropriate officer to describe the proposal to Members, identify relevant features of the site, and raise the principal planning considerations. The Officer may also draw Members' attention to the relevant points regarding objections/observations received.
  - C. The Chairman will then ask any other officer, e.g. Highways Officer, Environmental Health Officer, to address the Members.
  - D. Members will then be invited through the Chairman to ask any questions or seek clarification of facts from the Officers present. Members should not direct these questions to the applicant or others present. Any matters not to hand will be reported at the Committee meeting. Discussion on the merits of the application will not be permitted, and Members should refrain from making comments on the proposal.
  - E. A representative of the Parish or Town Council or Parish Meeting will be invited to advise Members on matters of fact relating to the application site.
  - F. The applicant and others present will not be allowed to speak unless he or she is specifically asked by the Chairman or a senior officer to
    - point out particular matters on site, or
    - to clarify or respond to Member's questions in respect of particular factual matters, relevant to the site of the planning application/planning matter.
- Applicants/agents will be given prior notice of the time and date of the site visit.
- G. When the Chairman considers that the purpose of the site visit has been achieved, (s)he will declare the site visit finished and Members will promptly leave the site.
  - H. Whilst conducting the site visits Members will have due regard to the health and safety of themselves and others and will follow appropriate safety instructions on site, including any guidance on parking and access. Under no circumstances will Members or Officers enter a site without wearing the appropriate safety equipment (if any) required.
  - I. A note will be taken by the appropriate officer of those present at each site visit.
  - J. Members should be aware at all times that site visits mainly take place on privately owned land. They should be careful not to damage any property or do anything that may cause problems for or distress to the landowner.
  - K. Where arrangements have been made for a site visit to take place on land which does not form part of the specific area under consideration/application site, the appropriate officer will have sought the necessary permission from the occupier of that land in writing.