

## **ARTICLE 13 – PLANNING COMMITTEE**

The Council will establish a Planning Committee to determine non-delegated planning applications.

### **1 Composition**

- 1.1 The membership of the Committee will be established in accordance with the rules of proportionality.
- 1.2 The Chair and Vice Chair of the Committee shall be appointed by Full Council.
- 1.3 Executive Members can sit on the Committee.

### **2 Role of the Planning Committee**

- 2.1 The role of the Planning Committee is to consider and determine applications for planning permission and other related consents, arising under the Town and Country Planning Act and associated legislation as set out in Part A of Schedule 1 of the Local Authorities (Functions and Responsibilities) (England) Regulations 2000 as amended, which have not been delegated to Officers.

### **3 Functions of the Planning Committee**

- 3.1 To approve or refuse applications for planning permission and other related consents under the appropriate legislation in accordance with the following criteria:
  - a. Outline planning applications for 40 dwellings or more;
  - b. Full detailed applications for residential development of 40 dwellings or more;
  - c. All applications for development submitted by or on behalf of Councillors or Chief Officers;
  - d. All applications for development submitted by or on behalf of The Council, for its own major planning applications;
  - e. Any called-in applications accepted by the Chair in conjunction with the Vice Chair in accordance with the procedure set out at 4.1 below; and
  - f. Any application that is deemed necessary to be considered by the Committee by Director of Environmental and Regulatory Services, Chief Planner or Chair of Planning Committee.

- 3.2 To enter into, renew, modify or revoke agreements and undertakings under Section 106 of the Town and Country Planning Act 1990 (as amended) in respect of proposed developments which fall within the scope of the Planning Committee to determine unless, in the opinion of the Director of Environmental and Regulatory Services or Chief Planner, it is a minor modification.

#### **4. Call-In Requests and Chief Planning Officer's Criteria and Guidance**

##### **4.1 Call-in requests:**

- a. must be submitted on the specified form, set out at Annex 1 to this Article;
- b. must be received within the consultation period.
- c. must indicate the grounds for the call-in, setting out the material planning consideration;
- d. will be reviewed by the Chair, in conjunction with the Vice Chair, to consider the planning reasons for the call in along with the relevant planning policy and guidance and for the Chair to determine whether to accept the call-in request, in accordance with the criteria and guidance provided by the Chief Planning Officer/Appropriate Senior Planner.

##### **4.2 The following items will not be considered for determination at Planning Committee even if a call-in is submitted:**

- a. Any call-in request made which matches the recommendation of the Officer (e.g., if a member seeks to call-in an application on the basis they would like the application refused, and the Officer recommendation is already to refuse, then the call-in would not be valid);
- b. Applications for Certificates of Proposed or Existing Lawfulness;
- c. Applications for Advertisement Consent;
- d. Applications for Relevant Demolition in a Conservation Area;
- e. Applications for Listed Building Consent and other heritage consents;
- f. Applications made under the GPDO;
- g. Applications for Non-material amendments;

- h. Applications made under section 73 of the Town and Country Planning Act 1990 (unless the permission was originally granted by the Planning Committee);
- i. Applications to discharge conditions; and
- j. Tree Applications.

## **5. Public Participation**

- 5.1 Given the administrative nature of the decisions to be taken by Planning Committee, public participation will be limited to comments on individual planning applications. There will be a maximum of three speakers (including experts) in favour of any application, and three speakers (including experts) against, together with ward members (should they wish).
- 5.2 All speakers must register to speak, and all registrations to speak must take place at least two working days before the meeting, by 5pm. Speakers will have no more than 3 minutes each to speak but may, at the Chair's discretion, pool (i.e., combine) their time on an application. The number of speakers will be limited by the number of applications to be considered at any committee meeting.

## ANNEX 1 – Call-In Request Form

# City of York Council – Planning and Development Services



## Councillor Call-in Request Form

All call-in requests must be made within the first **21 days** of the public consultation period **or** during any further subsequent active public consultation period. Requests can only be made by the Ward Councillor(s) of the Ward within which the application is located. All received Call-in requests will be published to the online planning register.

Name:		Date of Request:	Click or tap to enter a date.
Ward:	Choose an item.		
Application Reference Number:			
Application Site Address:			

I wish to call in the following application for determination by the Planning Committee. My planning reasons for the call-in request are as follows:

(Please tick appropriate boxes)

Impact upon neighbouring properties	<input type="checkbox"/>
Impact on character of streetscene or built environment	<input type="checkbox"/>
Residential Amenity	<input type="checkbox"/>
Parking	<input type="checkbox"/>
Highways Issues	<input type="checkbox"/>
Impacts upon trees and landscaping	<input type="checkbox"/>
Impacts upon Listed Building or Conservation Area	<input type="checkbox"/>
Other Reasons (specify below):	<input type="checkbox"/>

**One completed this form must be returned to Planning and Development Services via email to [planning.comments@york.gov.uk](mailto:planning.comments@york.gov.uk) AND to the Head of Planning and Development Services.**