

APPENDICES AND GLOSSARY

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Transport Assessment

APPENDIX 1

1. Where Transport Assessment (TA) is required for a development proposal, it should be submitted with the planning application.
2. The City Council may agree to the scope of TA being reduced if the development proposal is in a suitable location and in line with planning policy.
- 2A. TA should address the desirable modal split and provide for a package of measures designed to reduce the role of car travel to the site. If the potential modal split is difficult to predict, TA will need to consider whether and how far it may vary.
- 2B. TA should be easy to understand by non-technical people.

Thresholds

- 2C. TA will generally be required if the development:
 - a) is likely to generate car traffic, particularly at peak time, in an already congested area;
 - b) is likely to introduce new access or traffic (any mode) onto a trunk road or other dual carriageway;
 - c) is likely to generate significant amounts of traffic in or near the City centre Air Quality Management Area (AQMA), i.e. proposals in the Transport Central Area (TCA);
 - d) is for new or expanded school facilities; and
 - e) would be refused on local traffic grounds but where proposed measures set out to overcome any adverse impacts.
3. Proposals over 500m² or which may generate 100 vehicle movements or 5 freight movements per day will require at least basic TA. For residential development in Oxford, this equates to developments of 20 dwellings or more. Applicants may find it useful to complete the "Site Audit" document produced by Oxfordshire County Council (2002).
4. Proposals over the following thresholds will require detailed TA:

Food retail	1,000m ²
Non-food retail	1,000m ²
Leisure	1,000m ²
Cinemas and conference facilities	1,000m ²
Stadia	1,500 seats
B1 including offices	2,500m ²
B2 industry	5,000m ²
B8 distribution and warehousing	10,000m ²
Hospitals	2,500m ²
Higher and further education	2,500m ²
Residential	40 dwellings
Freight movements	10 per day

5. For mixed-use schemes, detailed TA will be required where the combined effect of the uses proposed exceeds 10 freight or 200 vehicle movements a day, based on the general assumption that 100 vehicle movements are generated by 500m² commercial floorspace or 20 dwellings.

Contents

All TA must include a non-technical summary and must address:

- a) location and layout including access points;
- b) size, in terms of site area and floorspace per activity; and/or number of dwellings and number of bedrooms per dwelling; and use of the site eg. staff, students, patients, visitors;
- c) proposed uses and activities; and
- d) issues such as timing and type of access requirements.

Where full TAs are required, these must additionally address the following:

- a) Potential travel characteristics: accessibility by all modes and predicted modal split. TA should consider ease of access and catchment areas by travel-to-site times for each mode.
- b) Measures: influencing travel patterns and minimising the need for parking using measures to improve access by walking, cycling or public transport in order to minimise non-essential car travel. TA should consider appropriateness of location, scale, density and uses of the site and development.
- c) Impact appraisal and mitigation: maximising accessibility by sustainable transport modes such as through minimising prominence of car parking, management of access and parking, and organisational policies. TA should determine whether the development is acceptable or not in terms of the transport impacts, and propose measures to mitigate the impacts in terms of accessibility, integrating modes of travel, reducing environmental impact and promoting safety.

Travel Plans

APPENDIX 2

1. If a Travel Plan (TP) is required for a development proposal, it should be submitted with the planning application.

Thresholds

2. TPs must be submitted alongside planning applications if the development:
 - a) is likely to generate significant amounts of travel in or near the City centre Air Quality Management Area (AQMA), i.e. proposals within the Transport Central Area (TCA);
 - b) is for new or expanded school facilities; and
 - c) would be refused on local traffic grounds but where the TP sets out to overcome any adverse impacts.
3. Proposals over the following thresholds will require a TP:

Food retail	1,000m ²
Non-food retail	1,000m ²
Leisure	1,000m ²
Cinemas and conference facilities	1,000m ²
Stadiums	1,500 seats
B1 including offices	2,500m ²
B2 industry	5,000m ²
B8 distribution and warehousing	10,000m ²
Hospitals	2,500m ²
Higher and further education	2,500m ²

Travel Plans

4. TPs must recognise the potential for modal shift and therefore the early stages of the TP are likely to focus on those car drivers "most able" or "most likely" to change their mode of travel. This does not mean that other categories should be neglected. Greater effort in terms of more measures will be needed in the longer term to address the needs of those less likely to switch from driving.

For example, people living within 2km of a site may be able to walk, cycle or catch the bus. Car drivers living between 2km and 8km from a site may reasonably be able to change to cycling or the bus, and those living between 8km and 16km may be able to use public transport. Car sharing is likely to be a realistic option for longer journeys or journeys where alternative modes are not possible.

5. The reasons for car use, the distances travelled, and from where journeys start and finish must be assessed. There are many ways that information could be assessed and represented in the TP.

For example, on a proposal to expand an existing site, surveys of current staff would be useful. For a relocated organisation, current staff surveys could indicate travel habits at the new site. An isochrome map can be useful in indicating distances from a site, accessibility by various modes, or potential catchment areas.

6. Modal split targets are normally displayed as percentages. However, this does not address the issue of rising staff numbers for example, and over time may in fact hide an increase in the number of cars being brought to a site. Targets should be stated as actual numbers as well as percentages.

Contents

7. There is no right or wrong way to present a useful and effective TP. However, the following guidelines should be considered.

Background

8. Information about the organisation must be stated clearly, including:
 - a) staff details such as numbers (*for example, full-time/part-time, staff on payroll/full-time equivalents¹*), times of travel (*for example, Monday to Friday at 9am and 5pm or shift pattern*), where they travel from, and how they currently travel;
 - b) site assessment including current links (pedestrian/cycle/vehicular) into and within the site, cycle facilities, accessibility by public transport, accessibility of nearby shops and services, and car parking;
 - c) assessment of non-staff travel (*for example, visitors, deliveries, fleet vehicles*);
 - d) attitudes of staff towards travel to and from the site and towards their travel needs.

TP good practice example of accessibility:
Accessibility index - Newsquest (2002)

Objectives

9. The statement of objectives should identify the motivation behind the TP and clearly state its purposes. (*For example, reasons for a TP include reductions in car usage (especially single occupancy journeys at peak times), and increased use of walking, cycling and public transport*). It may be relevant to address:
 - a) reducing traffic speeds, improved road safety and personal security (especially for people on foot or cycle); and
 - b) more environmentally friendly delivery and freight movements, including home delivery services.

¹ Some staff may be part-time or job-share, so the number of posts in an organisation and the number of staff it employs may differ. Full-time equivalents (FTEs) are the number of equivalent full-time posts in an organisation.

TP good practice example of an objective:
"To maximise opportunities for staff and students to travel to the University and to undertake University business using transport modes other than the private car" - Oxford Brookes University (1999)

Measures

10. The TP must identify what needs to be done to achieve its objectives and what measures need to be implemented.

TP good practice examples of measures:
"include green travel teaching in curriculum" - Headington Junior School (2002)
"covered cycle parking and shower and changing facilities within each building" - Oxford Science Park (2001)

Targets

11. Targets must be specific, measurable, realistic and split into identifiable time frames based on the short term, medium term and long term and preferably dated by month and year.

TP good practice examples of targets:
Medium term: introduce tele/home working: 2-3 years (information is provided about who is responsible, cost bracket, funding source and monitoring criteria) - Oxford Radcliffe Hospital Trust (2001)

Monitoring and Review

12. The effects of TPs must be monitored and they must state clearly how monitoring will take place (*for example by stating what will be monitored by whom and when*). Baseline data must therefore be provided (*for example, as part of the background information*). The outcome of monitoring may suggest that a review of the measures and/or targets is necessary. (*For example, it is not necessarily a bad thing to discover through monitoring that a measure is no longer feasible, but new measures will then need to be set in order to meet the objectives of the TP.*)

TP good practice examples of monitoring and review:
Oxford Radcliffe Hospital Trust TP (2001)

Enforcement

13. The TP must set out arrangements for appropriate enforcement action in case agreed targets are not met.

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Car-parking Standards

APPENDIX 3

1A. The application of these standards will still be subject to the merits of each proposal.

The following issues will be taken into account:

- a) proximity of local shops, services, and public transport;
- b) availability of parking on adjacent streets;
- c) implications for on-street parking pressure, access and road safety.

1B. Car-free development will be considered favourably anywhere in Oxford provided that there are excellent alternatives to the car, that shops and services are provided near by, and that the car-free status of the development can realistically be enforced by planning condition, planning obligation, on-street parking controls or other means.

1C. In developments that are car-free or of low parking provision, parking for disabled people, visitors and service or delivery vehicles must be considered and may be required by the City Council. Parking for powered two-wheelers may also be considered acceptable.

RESIDENTIAL DEVELOPMENT

Residential Dwellings

2. The difficulties of fitting parking and garaging into tightly knit areas such as Jericho, St. Clement's and South Oxford are well known. A lack of proposed parking provision should not necessarily prevent a development that is desirable on other grounds. This is particularly relevant to small-scale subdivision of existing dwellings or infill developments. Proposals for larger developments with a new access road will need to incorporate some off-plot general parking provision to allow shared use by visitors. The City Council will seek an annual average of no more than 1.5 spaces per dwelling in such larger developments.
3. The City Council has adopted standards that reflect the location and scale of development, with a threefold classification:
 - a) **Transport Central Area (TCA)**
A maximum of one off-street space per dwelling as there are excellent alternatives to the car.
 - b) **Outside the TCA: small-scale development**
For small-scale developments involving domestic extensions, subdivision of a dwelling house into self-contained flats, and infill development where no new access road is created, the development will be expected to reflect the traditional layout of the properties surrounding it. For example, in the tighter built-up areas where densities are high and traditionally no on-plot parking is provided, then proposals may not need to include any on-plot parking. Where densities are lower and on-plot parking is common, the maximum provision considered will be:
 - 1 bedroom dwelling: 1 space;
 - 2/3 bedroom dwelling: 2 spaces;
 - 4+ bedroom dwelling: 3 spaces.

c) **Outside the TCA: larger developments**

For larger developments, i.e. those involving the creation of a new access road where there is therefore more scope to design in on-street parking, a maximum of one on-plot space per dwelling will be acceptable. A maximum of two on-plot spaces may be acceptable, particularly for properties of three bedrooms or more. Development proposals should provide parking on the following maximum basis:

- dwellings up to 2 bedrooms: 1.5 spaces;
- dwellings of 3 or more bedrooms: 2.5 spaces.

Some of this provision should be off-plot so that it is able to be shared and made available for visitors.

COMMERCIAL DEVELOPMENT

4. The availability of parking may encourage the continued growth in car usage and should be minimised. However, unless there are readily available alternative means of travel to and from a development and/or an effective means of controlling parking on-street in the locality, the demand for parking may exceed the space available leading to unacceptable parking pressure on surrounding streets. Such on-street parking may obstruct movement along the carriageway and footways, and create other forms of nuisance to local residents and/or businesses, such as preventing them from parking in streets next to their premises.
5. These standards for commercial development correspond broadly to the guidance in the Oxfordshire Local Transport Plan (2001-2006), and acknowledge rights of permitted development and changes of use particularly from B2 and B8 uses to B1 business use.
6. References to staff should be taken to mean the peak number of staff expected to be on-site at any one time, whether part-time or full-time and in whatever capacity, for example administrative, research, professional or ancillary staff.
7. Except where specified, all areas quoted refer to gross floor space measured externally, i.e. where expansion, consolidation or reconfiguration of a site is proposed, these standards are applicable to the site as a whole rather than the proposal in isolation. If alternative standards are stated, the standard requiring the lower level of provision will be applied.
8. Parking for people with disabilities will be expected to be specifically provided for on all sites. The City Council will seek 5% of parking provided to be designated for disabled people.
9. Unless stated otherwise, in the Transport District Areas (TDAs) the standards will be reduced to 25%. In the Transport Central Area (TCA) no general parking provision will be acceptable although some limited provision to meet operational requirements may be permitted.

Non-self-contained residential development

Retirement homes/ sheltered housing	1 space per 2 units. Plus, 1 space per 2 staff.	<i>This standard is also relevant to developments in the TDAs.</i>
Nursing homes	1 space per 3 units.	
Purpose-built student accommodation	Parking for students with disabilities only may be provided at a guide rate of 1.5% of bedspaces. Provision will be decided on the merits of each application. 1 space maximum per resident staff if the development will become their normal address.	<i>Parking demand may be generated by students and, for example, by conferences or other vacation uses. Arrangements will be required to control parking on the site and in surrounding streets and proposals must meet any other transport requirements.</i>
Hotels/guest houses	1 space per 2 bedrooms. 1 space per 2 resident staff.	<i>Some provision may be permitted in the TCA and TDAs. The amount will be decided on the merits of each application.</i>
Motels	1 space per bedroom.	

Retail Development

10. For A3-5 uses, a standard of 1:35m² may be applied to accommodate the parking requirements of a permitted change of use to A1 or A2, unless applicants are willing to accept a condition restricting their permitted development rights in this respect.

Food retail (A1 shops)	1 space per 50 m ² up to 1,000m ² ; 1 space per 14m ² thereafter.
Non-food retail: A1 (shops) and A2 (financial and professional services)	1 space per 50 m ² .
Pubs/ restaurants/ cafes (A3-5 food and drink)	1 space per 20 m ² public floor space. Plus, 1 space for resident staff.
Take-aways/laundrettes/off-licences	2 spaces.

Business and Industry

11. These standards are designed to accommodate the permitted change of use to B1 business space.

Offices (B1a)	1 space per 35 m ² or 1 space per 2 staff.
Research and development, laboratories and light industry (B1b,c)	1 space per 35m ² up to 235m ² ; 1 space per 60m ² thereafter; or 1 space per 2 staff.
General industry (B2)/storage and distribution (B8)	1 space per 35m ² up to 235m ² ; 1 space per 300 m ² thereafter.

Education

12. It is recognised that there will be some demand for space to drop off and pick up school-children by car, particularly at Key Stages 1 and 2 (ages 5 - 11). It will be expected that proposals for new or expanded schools address this issue with appropriate space and/or control and management for cars at peak times. This could be provided in part as dual-use space on-site, for example for visitor parking, but not for dedicated parking for full-time staff, which would conflict with the space needed for dropping off or collecting children. The dropping off and picking up of children by car should, however, be minimised. This matter should be addressed in the transport assessments and travel plans that accompany applications for new or expanded schools.

Non-residential schools	1 space per 60 m ² or 1 space per 2 staff.	<i>Visitor parking levels will be decided on the merits of each application</i>
Non-residential higher and further education establishments	1 space per 60 m ² or 1 space per 2 staff.	<i>Student and visitor parking levels will be decided on the merits of each application.</i>

Assembly and Leisure Facilities

13. In some circumstances these standards may need to be combined and peak times will need to be taken into account. These standards do not apply to facilities serving institutions such as the Universities or schools, where they are not generally available for public use. In these cases, the car parking requirements for shared facilities will be considered separately in discussion with the institution concerned.

Conference centres	1 space per 5 seats or 1 space per 10 m ² of seating/assembly floor space. Plus 1 space per 2 staff.
Theatres/cinemas	1 space per 4 seats up to 300 seats; 1 space per 10 seats thereafter. Plus 1 space per 2 staff.
Sports halls/swimming pools	1 space per 35 m ² Plus 1 space per 2 staff.
Stadia	1 space per 5 seats up to 1500 seats; 1 space per 15 seats thereafter. Plus coach parking, managed so that it will not be used

	for car parking.
Places of worship/public halls/community centres	1 space per 5 seats or 1 space per 10 m ² of seating/assembly floor space.

Other Categories

Hospitals (C2)	Patient and visitors: 1 "patient and visitor" space per bed or per 200m ² . Plus non-resident staff: 1 space per 4 non-resident staff or per 110m ² Plus resident staff: 1 space per 2 resident staff.
Medical clinics/dental practices/health centres	2 spaces per treatment room or 1 space per 100 m ² Plus 1 space per 2 staff.
Libraries	1 space per 100 m ² Plus 1 space per 2 staff.
Nurseries/crèche facilities ¹	1 space per 100 m ² or 2 staff.
Houses in multiple occupation	1 space per 2 habitable rooms

Mixed-use Development

14. In mixed-use developments these standards may be combined where peak levels of use do not coincide. While operational parking only will be allowed in the TCA, in the case of major retail and leisure developments additional parking provision may be acceptable if it serves the City centre as a whole. In proposals involving residential uses, particularly in the TCA, it may be appropriate to assume a reduced level of car dependency. However, the need for visitor parking must be addressed.

Powered-two wheelers

15. Parking for powered two-wheelers at non-residential developments will be sought on the following basis:

Office space (including ancillary offices)	1 space per 400 m ² up to 2,000 m ² 1 space per 1,000 m ² thereafter.
Other	1 space per 1,000 m ²

¹ See paragraph 12 with reference to drop off/pick up facilities.

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Cycle-parking Standards

APPENDIX 4

1. The application of these standards will be subject to the merits of each proposal. Except where specified, all areas quoted refer to gross floor space measured externally i.e. where proposals are submitted to extend, consolidate or reconfigure an existing site, these standards may be applied to the site as a whole rather than just the additional floor space, in order to ensure adequate provision on the site.
2. Cycle-parking provision should be made on-site. If there is a shortfall of on-site parking provision, a contribution may be sought towards off-site cycle parking or associated facilities based on the standards below. In the Transport Central Area (TCA), it may be possible to relax the cycle-parking standards due to the high level of public transport available.
3. These standards acknowledge rights of permitted development and changes of use, particularly from B2 and B8 uses to B1 business use. The standards will be applied to ensure that there would be adequate provision if permitted development were carried out, unless applicants are willing to accept a condition restricting their permitted development rights in this respect.
4. References to "staff" should be taken to mean the peak number of staff expected to be on-site at any one time, whether part-time or full-time and in whatever capacity, for example administrative, research, professional or ancillary staff.
5. The standards below are intended as MINIMUM standards for new development and, where appropriate, changes of use. One space means that one bicycle can be secured. A Sheffield-style stand in a suitable position can therefore provide two cycle-parking spaces.

Type of Development	Standard
Residential dwellings ¹	2 spaces per residential unit.
Student accommodation	1 space per 2 resident students. Plus 1 space per resident staff.
Hotels/Guest houses	1 space per 5 non-resident staff (or other people). Plus 1 space per resident staff.
Shops (A1) <i>other than non-food retail warehouses (see below)</i> , financial and professional services (A2)	1 space per 113 m ² .
Businesses (B1)	1 space per 90 m ² or 1 space per 5 staff (or other people). In the TDAs, provision should be increased to 1:55 m ² and in the TCA to 1:35 m ² plus visitor parking provision.
Food and drink (A3-5)	1 space per 40m ² public floor space. Plus 1 space per 5 staff (or other people).

¹ This requirement will be applied flexibly taking account of the type of accommodation (for example, houses in multiple occupation, flats, or sheltered accommodation) and, if a change of use or extension for example, the feasibility of providing secure cycle parking within the dwelling curtilage.

Non-food retail warehouses including garden centres (A1)	1 space per 400 m ²
General industry (B2)/ warehousing/distribution (B8)/ traders' merchants (A1)	As B1 up to 235 m ² ; 1 space per 500 m ² thereafter; or 1 space per 5 staff (or other people)
Places of assembly including cinemas, theatre, stadiums and concert halls	1 space per 10 seats up to 1,000 seats; 1 space per 100 seats thereafter.
Places of worship/community centres/public halls	1 space per 20m ² of seating/assembly floor space.
Libraries	1 space per 200m ² .
Medical clinics/dentists	1 space per treatment room. Plus 1 space per 5 staff (or other people)
Hospitals	1 space per 5 staff (or other people).
Public sports facilities	1 space per 5 staff (or other people) plus additional provision to be determined on its merits with the following guideline; 1 space per 105 m ² . In the TDAs, additional provision should be increased to 1:55 m ² and in the TCA to 1:35 m ² .
Primary/junior schools	1 space per 15 pupils. Plus 1 space per 5 staff (or other people).
Secondary/senior schools	1 space per 5 pupils. Plus 1 space per 5 staff (or other people).
Non-residential higher/further education	1 space per 2 students (based on anticipated peak number of students on-site at any one time). Plus 1 space per 5 staff.
Other developments	To be treated on their individual merits, guided by the general principle of 1 space per 5-people.

Shower provision

6. The City Council will seek the provision of shower, changing and locker facilities in commercial developments on the following basis:

Office (B1)	1 shower per 500 m ² up to 1,000 m ² . 1 shower per 4,000 m ² thereafter.
Warehousing (B8) and Retail warehouses (A1)	1 shower per 5,000 m ² up to 10,000 m ² . 1 shower per 8,000 m ² thereafter.
Other	1 shower per 2,500 m ² up to 10,000m ² . 1 shower per 4,000 m ² thereafter.

Historic Environment (Cross-Reference List)

APPENDIX 5

This appendix is a current list of 11 scheduled monuments, 16 conservation areas, 15 historic parks and gardens, 10 view cones and 2 historic cemeteries that are found in Oxford. Full details of each designation and policies relating to them are given in Section 5.0, The Historic Environment or Section 11.0, Sport, Outdoor Recreation and Community Facilities. All designations are also indicated on the Proposals Map.

SCHEDULED MONUMENTS (SUB-SECTION 5.2)

Monument 26	City Wall – 7 sections
Monument 79	Osney Abbey – remains
Monument 80	Rewley Abbey
Monument 35542	Godstow Abbey
Monument 143	Ring Ditches and Enclosures at Port Meadow
Monument 173	Bridge West of Godstow Abbey
Monument 175	Swing Bridge
Monument 236	Seacourt Deserted Village
Monument 12003	Extended Scheduling of Port Meadow
Monument 21701	Oxford Castle and Earlier Settlement Remains
Monument 21757	Section of the Grandpont Causeway

CONSERVATION AREAS (SUB-SECTION 5.5)

Bartlemas
Beauchamp Lane
Binsey
Central City and University
Headington Hill
Headington Quarry
Iffley
Littlemore
Marston Village
North Oxford Victorian Suburb, incorporating Rawlinson Road
Old Headington
Osney Town
St Clements and Iffley Road
Temple Cowley
Walton Manor
Wolvercote and Godstow

HISTORIC PARKS & GARDENS (POLICY HE.8)

Christ Church
Corpus Christi
High Wall, Headington
Magdalen College
Merton College
New College
Oxford Botanic Garden
Park Town
St Catherine's College
St John's College
St Sepulchre's Cemetery
Trinity College
University Parks
Wadham College
Worcester College

VIEW CONES (POLICY HE.10)

Ten view points to be protected:

Port Meadow
Elsfield
Crescent Road
Rose Hill
Boars Hill
Raleigh Park
South Park
Oxford Brookes University's Morrell Hall site at Cuckoo Lane
Jack Straws Lane north
The A34 interchange at Hinksey Hill

HISTORIC CEMETERIES (POLICY SR.5)

Osney Cemetery, Mill Street
St Sepulchres, Walton Street

Sunlight & Daylight

APPENDIX 6

1. The City Council will seek to ensure that new and existing dwellings enjoy adequate daylight and sunlight. This guidance is mainly concerned with the effect of proposed extensions to the rear and sides of houses. However the criteria could apply to front extensions, depending on the particular circumstances.
2. Many factors are significant in assessing whether new dwellings will enjoy adequate sunlight and daylight, both internally and externally, and the same factors must be taken into account when assessing the impact of new development on existing dwellings.
3. Reflected light and the amount of sky visible affect daylighting within a room or garden. Applicants must consider the function of the room or that part of the garden, and also whether other windows serve the affected room. Existing features including boundary walls, trees, proposed buildings and any change in ground level between sites are all relevant factors which also needs to be taken into account.
4. Applicants must also consider the impact on outlook - it is important not to create conditions which are oppressive or claustrophobic for existing occupiers. However, these factors must always be weighed carefully – a gain in privacy may more than compensate for a reduction in sunlight. The general aim should be for an extension to have as little impact as possible on adjoining properties. While development proposals will be considered in the light of these factors, as a guideline to assess their impact on daylight, sunlight and outlook, the City Council will use the 45° code of practice set out below.
5. Please see the diagrams on the next page for an illustration of the following code of practice. In normal circumstances, no development should intrude over a line drawn at an angle of 45° in the horizontal plane from the midpoint of the nearest window¹ of a habitable room² and rising at an angle of 25° in the vertical plane from the cill. If a main window to a habitable room in the side elevation of a dwelling is affected, development will not normally be allowed to intrude over a line drawn at an angle of 45° in the vertical plane from the cill. Examples of implementation of the 45° code of practice are shown on the following page.

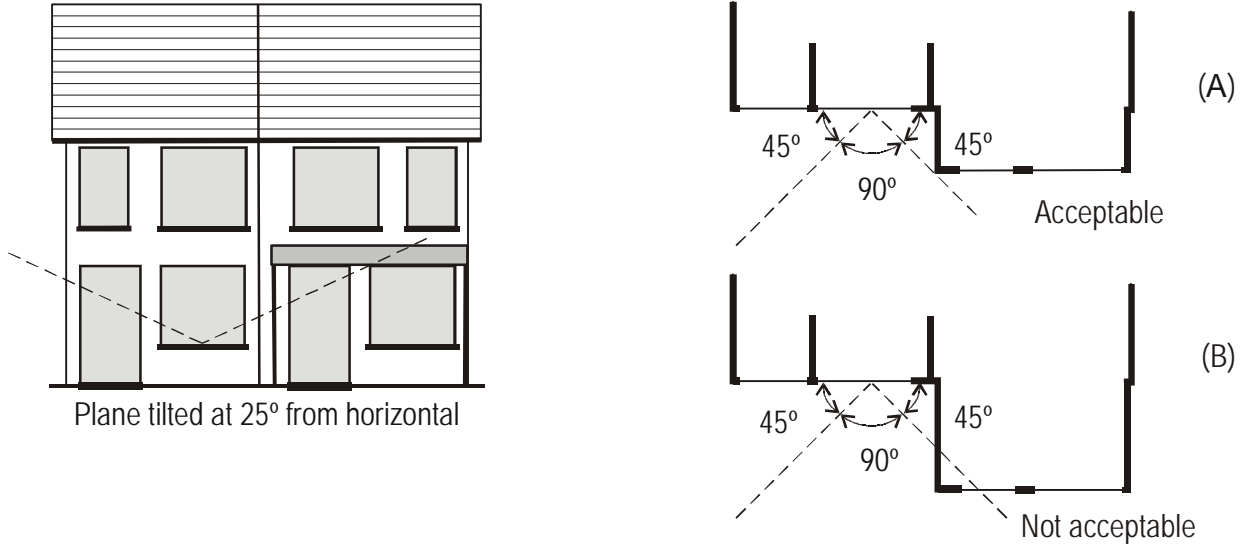
¹ For the purpose of these guidelines, patio doors and glazed French doors will also be treated as windows.

² For the purpose of these guidelines, a habitable room includes a kitchen as well as living rooms, dining rooms, studies, bedrooms and/or playrooms.

Sunlight and Daylight – The 45° Rule

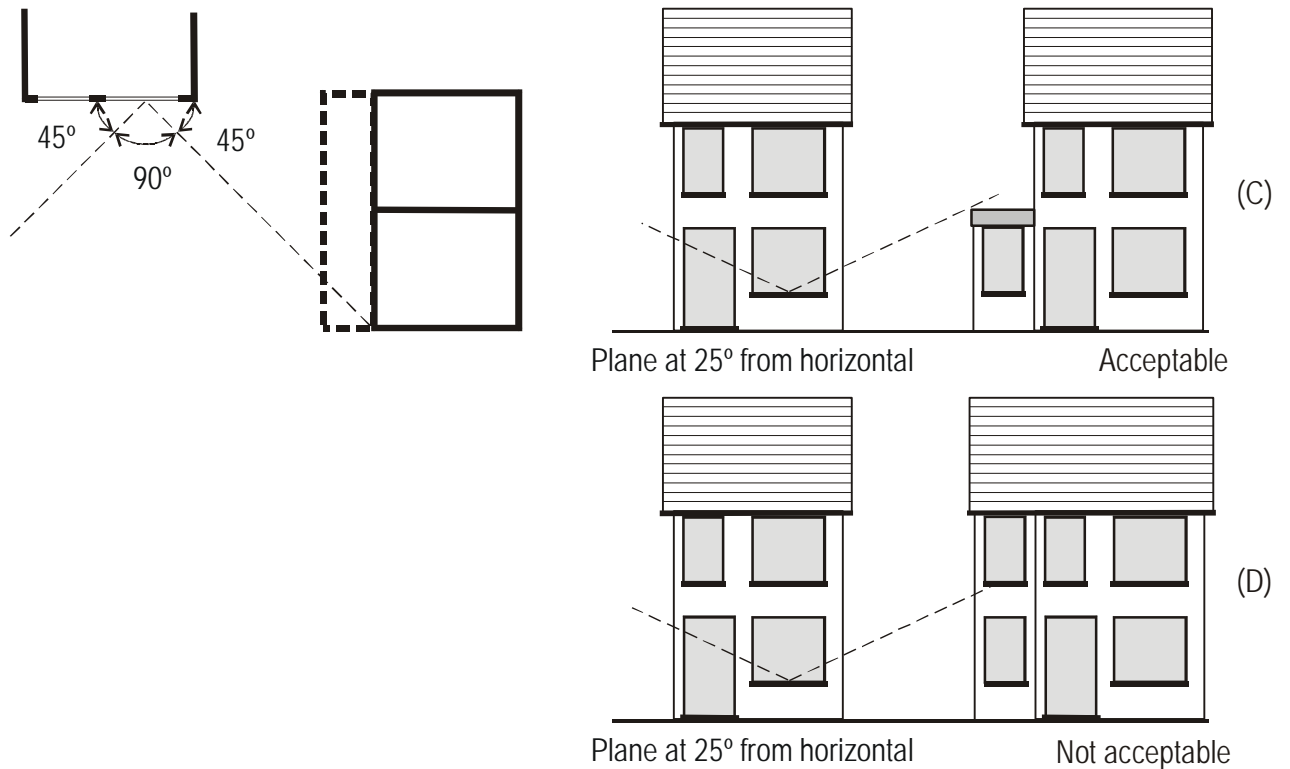
Example 1

The single storey extension shown below is acceptable if the projection is limited as shown in plan (A). It would not be acceptable if the projection intrudes beyond the 45° line as shown in plan (B).



Example 2

The extension shown on the plan below intrudes over the 45° line. However, if the extension is below the 25° line, as shown in elevation (C), it is acceptable. If the extension intrudes over the 25° line, as shown in elevation (D), it is not acceptable.



Use Classes (Amendment) Order 2005 and Use Classes Order 1987

APPENDIX 7

Class	Description	Examples
A1	Shops	Shops, retail warehouses, hairdressers, undertakers/funeral directors, travel and ticket agencies, post offices, dry cleaners, pet shops, sandwich bars, showrooms, domestic hire shops.
A2	Financial and professional services	Banks, building societies, estate and employment agencies, professional and financial services, betting offices.
A3	Food and drink	Restaurants, snack bars, and cafes
A4	Drinking establishments	Pubs and bars.
A5	Hot food take-aways	Take-aways
B1(a)	Business	Offices (those which do not fall within A2 use).
B1(b)		Research and development, studios, laboratories, high tech.
B1(c)		Light industry.
B2	General industrial	General industrial.
B8	Storage and distribution	Wholesale warehouse and distribution centres.
C1	Hotels	Hotels, boarding houses and guest houses.
C2	Residential institutions	Residential schools, colleges, training centres, hospitals and nursing homes.
C3	Dwelling houses	Dwellings, small businesses at home, communal housing of elderly and disabled people.
D1	Non-residential institutions	Places of worship, church halls, clinics, health centres, crèches, day nurseries, consulting rooms, museums, public halls, libraries, art galleries, exhibition halls, non-residential education and training centres.
D2	Assembly and leisure	Cinemas, music and concert halls, dance halls, sports halls, swimming baths, skating rinks, gymnasiums, other indoor and outdoor sports and leisure uses, bingo halls, casinos.
Sui Generis	Is a term that refers to a use in its own right	Any use not falling within one of the specified classes in the Use Classes Order described above, such as shops selling and/or displaying motor vehicles, retail, warehouse, clubs laundrettes, taxi or vehicle hire businesses, amusement centres, petrol filling stations, hostels, theatres, nightclubs.

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Protected Key Employment Sites

APPENDIX 8

	Site Location	Principal Use
* 1.	Quarry Motoring Centre, Green Road	B2/Sui Generis
2.	Warehouses off Kiln Lane, Shelley Close	B8
3.	Blanchfords Builders' yard, Windmill Road	Sui Generis
* 4.	Enterprise Centre, Standingford House Cave Street	B1
5.	Builders' yard Travis Perkins, Chapel Street	Sui Generis
6.	Telephone Exchange and Offices St. Lukes Road / Between Towns Road	Sui Generis / B1
* 7.	Printing Works, Crescent Road	B2/B1
* 8.	JH Cox Ltd Builders Yard, 108 Temple Road	Sui Generis
9.	Blackwells Publishing, Marston Street	B1/B8
* 10.	Green Street Bindery, 9 Green Street	B1
* 11.	Magdalen Road & Newtec Place	B1
12.	Dairy depot, Old Abingdon Road	Sui Generis
13.	Car tyre and exhaust depot, 302 Abingdon Road	Sui Generis
* 14.	Storage building, 91-99 Botley Road	B8
15.	Builders yard, Lamarsh Road	Sui Generis
16.	University Press, Walton Street	B1/B2
* 17.	Garage repair workshop, 2A off Hayfield Road	B2
* 18.	Summertown Pavilion 16-24 Middle Way	B1
19.	Oxford Psychologists, Elsfield Way	B1
20.	Telephone repeater station, Woodstock Road	Sui Generis
21.	BMW, Garsington Road	B2
22.	County Trading Estate, Watlington Road	B1/B2/B8
23.	Harrow Road Industrial Estate, Watlington Road	B1/B2/B8

	Site Location	Principal Use
25.	Fenchurch Court, Bobby Fryer Close	B1/B2/B8
26.	Chiltern Business Centre, Garsington Road	B1/B2/B8
27.	Nuffield Industrial estate, Sandy Lane West	B1/B2/B8
28.	Jordan Hill Business Park, Banbury Road	B1
29.	Blackwells, Hythe Bridge Street	B1
30.	Site at corner of Hayfield Road and Aristotle Lane	B1
31.	Osney Mead Industrial Estate	B1/B2/B8
* 32.	Builders' yard, Southmoor Road	Sui Generis
33.	King Charles House, Park End Street	B1/B2
* 34.	Tyre and exhaust centre, 72 London Road	Sui Generis
35.	Horspath Industrial Estate, Peterley Rd / Pony Road	B1/ B2/ B8
36.	Drennan International Bacordo Court, 79, 83 Temple Road	B1 / B8
37.	The Tyre Depot, Marsh Road	Sui Generis
38.	Powell's timber yard, 474 Cowley Road	Sui Generis
39.	Macmillans, Between Towns Road	B1

Note: The sites that are highlighted with an asterisk are identified as squares on the Proposals Map because of their relatively small size. The remaining sites, being larger, are identified with a boundary line.

Neighbourhood Shopping Centres

APPENDIX 9

Neighbourhood shopping centres comprise a group or cluster of Class A uses in close proximity. Policy RC.8 seeks to ensure that at least 50% of all units in Neighbourhood shopping centres are retained for Class A1 retail use. The following is a list of current Neighbourhood shopping centres:

1. Kendall Crescent, Cutteslowe
2. North Parade Avenue, Walton Manor
3. Westlands Drive, Northway
4. Cherwell Drive, Marston
5. Old Marston Road, New Marston
6. Underhill Circus, Barton
7. Roundway and London Road, Risinghurst
8. Girdlestone Road, New Headington
9. Atkyns Road, Wood Farm
10. Cinnaminta Road, The Slade
11. Wilkins Road
12. Iffley Road
13. Oxford Road, Temple Cowley
14. Rose Hill
15. Barns Road, Blackbird Leys
16. Cowley Road, Littlemore
17. Balfour Road, Blackbird Leys
18. Blackbird Leys Road, Blackbird Leys
19. Abingdon Road, Grandpont
20. Abingdon Road, New Hinksey
21. Botley Road, New Botley
27. Belsyre Court, Woodstock Road
28. St. Nicholas Road, Littlemore
29. Hollow Way

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Development Sites (Cross-Reference List)

APPENDIX 10

This appendix is a guide to the sites where an element of the various uses listed below would be appropriate. Full details of each site are given in Section 14.0, Development Sites.

RESIDENTIAL (SECTIONS 6.0 & 7.0)

Including affordable housing

Abbey Place car park, Oxford City centre
Albion Place car park, Oxford City centre
Arthur Street off Mill Street, New Osney
Barton Village School site (formerly Bernwood School), North Way, Barton
Between Towns Road, Cowley
Blackbird Leys Road, Regeneration Zone
BMW Garage site, Banbury Road, Summertown
Canalside land, Jericho
Oxford & Cherwell Valley College, Oxpens Road, Oxford City centre
Cowley Centre: Templars Square shopping centre and Crowell Road multi-storey car park, Between Towns Road
Cowley Marsh Depot site, Marsh Road, Cowley
Cowley Road Bus Depot, Cowley
Cutteslowe Court, Wyatt Road, Cutteslowe
Diamond Place, Ferry Pool car park, Summertown
Donnington School site, Cornwallis Road, Cowley
Dunnock Way, Blackbird Leys
Elsfield Way, Cutteslowe
Lamarsh Road
Leafield Road, Temple Cowley
Leiden Road, Wood Farm
Lucy's Factory site, Walton Well Road, Jericho
Mabel Pritchard School site, St Nicholas Road, Littlemore
Milham Ford School site, Marston
Northfield House, Sandy Lane West
Northfield School site, Kestral Crescent, Blackbird Leys
OAC Factory site, Woodstock Road, Summertown
Osney Mill and adjacent works, Mill Street, Osney
Oxford Station, Botley Road and Becket Street car park
Oxpens Road site, Oxford City centre
Railway Lane, Littlemore
Rivermead Rehabilitation Centre, Abingdon Road
Ruskin College, Dunstan Road, Headington
St. Aldate's – Regeneration Zone – Oxford City centre
St. Aldate's Police Station and land to the rear
Scrap Yard, Jackdaw Lane, Iffley
Speedwell School site, Littlemore
Land to the west of St. Aldates and south of Queen Street, Oxford City centre
St. Augustine's School site, Iffley Turn, Iffley

Suffolk House, Banbury Road, Summertown
Telephone Exchange, Speedwell Street, Oxford City centre
Temple Cowley School site, Temple Road, Temple Cowley
Trap Grounds, North Oxford
Westgate Shopping Centre, Oxford City centre
Windmill School site, Headington
Wolvercote Paper Mill, Wolvercote
Worcester Street Car Park, Oxford City Centre

Student Accommodation

see Education

Accommodation for Nursing Staff

see Health and Hospitals

ECONOMY (SECTION 8.0)

Abbey Place car park, Oxford City centre
Albion Place car park, Oxford City centre

Arthur Street off Mill Street, New Osney

Between Towns Road, Cowley
Blackbird Leys Road, Regeneration Zone
BMW Garage site, Banbury Road, Summertown
Oxford & Cherwell Valley College, Oxpens Road, Oxford City centre
Cooper Callas site, Paradise Street, Oxford City centre

Cowley Centre: Templars Square shopping centre and Crowell Road multi-storey car park, Between Towns Road
Cowley Marsh Depot site, Marsh Road, Cowley

Cowley Road Bus Depot, Cowley
Diamond Place, Ferry Pool car park, Summertown
Donnington School site, Cornwallis Road, Cowley
Hythe Bridge Street, Oxford City centre
Lamarsh Road, off Botley Road, Osney
Littlemore Park, Armstrong Road, Littlemore
Lucy's Factory site, Walton Well Road, Jericho
Milham Ford School site, Marston
Nielsens, London Road, Headington

OAC Factory site, Woodstock Road, Summertown
Osney Mill and adjacent works, Mill Street, Osney

Use Class
(see App. 6 for details)

Employment uses
B1(a), B1(b) & possibly other employment uses

B1 and/or live/work units

B1
Employment uses

B1
Employment uses

B1 and/or live/work units

B1(a)

B1(b), B1(c) and/or live/work units

B1(b), B1(c)

B1(a)

B1

B1(a)

B1(b), B1(c)

B1(b)

B1

B1(a) & possibly other employment uses

B1, B2

B1(b), B1(c), live/work units

Oxford Business Park, Cowley	B1, B2, B8
Land at rear of Oxford Retail Park, Garsington Road	B1(b), B1(c)
Oxford Science Park, Littlemore	B1(b), B1(c)
Oxford Science Park, land adjacent to Minchery Farm, Littlemore	B1(b)
Oxpens Road site, Oxford City centre	B1(a), B1(b)
Oxford Station, Botley Road and Becket Street car park	B1(a), B1(b) & possibly other employment uses
Rewley Road, Oxford City centre	B1(a), B1(b)
Rivermead Rehabilitation Centre, Abingdon Road	B1(b), B1(c)
Rover Sports Club Field, Roman Way	B2, B1
Land to the west of St. Aldates and south of Queen Street, Oxford City centre	B1(a)
St. Aldate's – Regeneration Zone – Oxford City centre	B1
St. Aldate's Police Station and land to the rear	Employment uses
Suffolk House, Banbury Road, Summertown	B1(a)
Telephone Exchange, Speedwell Street, Oxford City centre	Employment uses
Temple Cowley School site, Temple Road, Temple Cowley	B1
Westgate Shopping Centre, Oxford City centre	B1(a)
Windmill School site, Headington	B1
Wolvercote Paper Mill, Wolvercote	Employment uses

HEALTH AND HOSPITALS (SECTION 9.0)

Hospital/Healthcare Use

Churchill Hospital site, Headington
John Radcliffe Hospital site, Headington
Institute of Health Sciences site, Old Road, Headington
Littlemore Mental Health Centre, Littlemore
Littlemore Mental Health Centre, Littlemore – field at rear
Nuffield Orthopaedic Centre, Old Road, Headington
Park Hospital site, Headington
Rivermead Rehabilitation Centre, Abingdon Road
Ruskin College, Dunstan Road, Headington
Slade Hospital, Horspath Driftway, Woodfarm
Warneford Hospital, Headington
Warneford Meadow site, Headington

Nurses' accommodation and other accommodation associated with the health service

Churchill Hospital site, Headington
Dorset House, London Road, Headington
John Radcliffe Hospital site, Headington
Littlemore Mental Health Centre, Littlemore
Littlemore Mental Health Centre, Littlemore – field at rear
Nuffield Orthopaedic Centre, Old Road, Headington
Ruskin College, Dunstan Road, Headington
Warneford Meadow site, Headington

Primary Healthcare facilities

Acland Hospital site, Banbury Road
Between Towns Road, Cowley
Blackbird Leys Road, Regeneration Zone
BMW Garage site, Banbury Road, Summertown
Cowley Centre: Templars Square Shopping centre and Crowell Road multi-storey car park,
Between Towns Road
Cowley Marsh Depot site, Marsh Road, Cowley
Diamond Place, Ferry Pool car park, Summertown
Dunnock Way site, Blackbird Leys
Lamarsh Road, off Botley Road, Osney
Leiden Road, Wood Farm
Ruskin College site, Walton Street, Oxford City centre

EDUCATION (SECTION 10.0)

Bertie Place recreation ground, Cold Harbour
OAC Factory site, Woodstock Road, Summertown

Childcare Facilities

Between Towns Road,
Blackbird Leys Road, Regeneration Zone
BMW Garage site, Banbury Road, Summertown
Cowley Centre: Templars Square Shopping Centre and Crowell Road Car Park, Between Towns Road
Cowley Marsh Depot site, Marsh Road, Cowley
Diamond Place, Ferry Pool Car Park, Summertown
Dunnock Way, Blackbird Leys
Milham Ford School, Marston
Rivermead Rehabilitation Centre, Abingdon Road

Student Accommodation

Cowley Marsh Depot site, Marsh Road, Cowley
Donnington School site, Cornwallis Road, Cowley
Osney Warehouse, City Centre
Rewley Road, City Centre
St. Aldate's – Regeneration Zone – Oxford City centre
Scrap Yard, Jackdaw Lane, Iffley
St. Aldate's Police Station and land to the rear
Telephone Exchange, Speedwell Street, Oxford City centre
Temple Cowley School site, Temple Road, Temple Cowley
Worcester Street Car Park, City Centre

Student Accommodation - Oxford Brookes University

British Telecommunication (BT) site, Hollow Way
Dorset House, London Road, Headington
Former Government Buildings site, Marston Road
Harcourt House, Marston Road
Park Hospital site, Headington
Ruskin College, Dunstan Road, Headington
Warneford Hospital site, Headington
Warneford Meadow site, Headington

Student Accommodation – University of Oxford

Acland Hospital site, Banbury Road
Bevington Road, Banbury Road, Parks Road and Keble Road
Land at North End Yard, Cripsey Road, Osney
Herbert Close, off Barracks Lane, Cowley
Hythe Bridge Street, Oxford City centre
Jowett Walk, Oxford City centre
Osney Mill and adjacent works, Mill Street, Osney
Paradise Street Workshops, Oxford City centre
Pusey House site, St. Giles, Oxford City centre
Radcliffe Infirmary site, Woodstock Road
Ruskin College Site, Dunstan Road, Headington
Ruskin College site, Walton Street, Oxford City centre
Part of St. Clement's car park, St. Clements
St. Cross College Annex, Holywell Mill Lane, Oxford City centre

Teaching and Administrative Facilities – Oxford Brookes University

Dorset House, London Road, Headington
Former Government Buildings site, Marston Road
Harcourt House, Marston Road
Park Hospital Site, Headington
Ruskin College, Dunstan Road, Headington
Warneford Hospital site, Headington
Warneford Meadow site, Headington

Teaching and Administrative Facilities – University of Oxford

Acland Hospital site, Banbury Road
Bevington Road, Banbury Road, Parks Road and Keble Road
Oxford Station, Botley Road and Becket Street car park
Pusey House site, St. Giles, Oxford City centre
Radcliffe Infirmary site, Woodstock Road
Rewley Road, City Centre
Ruskin College site, Walton Street, Oxford City centre
Warneford Hospital Site, Headington

SPORT, OUTDOOR RECREATION AND COMMUNITY FACILITIES (SECTION 11.0)

Sports facilities

Part of Bayswater School site, Bayswater Road, Barton
Donnington Bridge Road, Riversports Centre
Horspath site, land south of Oxford Road

Community facilities

Blackbird Leys Road, regeneration zone
Canalside Land, Jericho
Cowley Marsh Depot
Diamond Place, Ferry Pool car park
Donnington School site, Cornwallis Road
Dunnock Way site, Blackbird Leys
Leiden Road, Wood Farm
OAC Factory site, Woodstock Road
Ruskin College, Dunstan Road, Headington

RETAIL AND COMMERCIAL LEISURE (SECTION 12.0)

Retail

Abbey Place car park, Oxford City centre	A1, A3-5
Between Towns Road, Cowley	A1, A2
Blackbird Leys Road, Regeneration Zone	A1, A2, A3-5
BMW Garage site, Banbury Road, Summertown	A1
Castle site, New Road, Oxford City centre	A1, A3-5
Oxford & Cherwell Valley College, Oxpens Road, Oxford City centre	A1, A3-5
Cooper Callas site, Paradise Street, Oxford City centre	A1, A3-5
Cowley Centre: Templars Square shopping centre and Crowell Road multi-storey car park, Between Towns Road	A1, A3-5
Diamond Place, Ferry Pool car park, Summertown	A1
Hythe Bridge Street, Oxford City centre	A1, A3-5
OAC Factory site, Woodstock Road	A1
Odeon Cinema, George Street, Oxford City centre	A1, A3-5
Oxford Station, Botley Road and Becket Street car park	A1
Oxpens Road site, Oxford City centre	A3-5
Land to the west of St. Aldates and south of Queen Street	A1, A2, A3-5
St. Aldate's – Regeneration Zone – Oxford City centre	A1, A3-5
Suffolk House, Banbury Road, Summertown	A1, A2
Westgate Shopping Centre, Oxford City centre	A1, A2, A3-5
Worcester Street car park, Oxford City centre	A1, A3-5

Public Houses

Cowley Centre: Templars Square shopping centre and Crowell Road multi-storey car park, Between Towns Road

Commercial Leisure

Cowley Centre: Templars Square Shopping centre and Crowell Road multi-storey car park, Between Towns Road
Diamond Place, Ferry Pool car park, Summertown
Hythe Bridge Street, Oxford City Centre
Odeon Cinema, George Street, Oxford City Centre
Oxford Station, Botley Road and Becket Street car park
Oxpens Road Site, Oxford City Centre
Worcester Street car park, Oxford City Centre

TOURISM & THE ARTS (SECTION 13.0)

Arts

Abbey Place car park, Oxford City centre
Oxford & Cherwell Valley College, Oxpens Road, Oxford City centre
Cowley Road Bingo Hall, Magdalen Road, Cowley
Hythe Bridge Street, Oxford City centre
Odeon Cinema, George Street, Oxford City centre
Osney Mill and adjacent works, Mill Street, Osney
Oxpens Road site, Oxford City centre
St. Aldate's Police Station and land to the rear
Speedwell School site, Littlemore
Telephone Exchange, Speedwell Street, Oxford City centre
Wolvercote Paper Mill, Wolvercote
Worcester Street car park, Oxford City centre

Hotels

Albion Place car park, Oxford City centre
Castle site, New Road, Oxford City centre
Oxford Station, Botley Road and Becket Street car park
Oxpens Road site, Oxford City centre
Worcester Street car park, Oxford City centre

Tourist Attractions

Abbey Place car park, Oxford City centre
Castle site, New Road, Oxford City centre
Hythe Bridge Street, Oxford City centre
Odeon Cinema, George Street, Oxford City centre
Oxpens Road site, Oxford City centre
Worcester Street car park, Oxford City centre

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GLOSSARY

The information in this glossary is an informal, non-technical explanation of some terms and phrases used in the Plan. The glossary should not be used to interpret the policies of this Plan. Where necessary, formal definitions are given elsewhere in the text and the appropriate references are provided.

Adaptable dwellings	Dwellings constructed to a standard that allows simple conversion for occupation by people with disabilities (<i>See sub-section 7.7</i>).
Affordable housing	Dwellings at a rent or price that can be afforded by people who are in housing need and would otherwise be accommodated by the City Council (<i>Full definition in Section 7.0, Housing Policies.</i>).
Allocation	Land identified in the Local Plan (with or without planning permission) for a particular land use.
Amenity area	Outdoor space(s) that contribute to making a place, area or view pleasant to be in or look at.
Ancillary use	A minor additional use that supports or complements the main use of a building or area of land.
AIS	Arboricultural Impact Statement: a type of tree survey that considers how a proposed development and its associated trees will co-exist and interact now and in future. An AIS should start with a detailed survey of trees standing on or adjacent to a development site, identifying the location, size, condition and amenity value of each existing tree. It should identify the impacts on existing trees that might arise through all stages of the proposed development. Opportunities to mitigate harmful impacts, including tree protection measures, special engineering specifications, new planting etc., should be identified. Alternatives, including alternative site layouts, should be considered and compared with the development proposed (<i>see Section 4.0, Natural Environment</i>).
AQMA	Air Quality Management Area: an area with specific air quality improvement targets designated under Part IV of the Environment Act 1995.
Art-related uses	Refers to artists' studios, workshops, galleries, rehearsal areas and exhibition facilities used in connection with the arts.
Article 4 Direction Area	An area where the City Council has formally removed the permitted development rights of development and therefore planning permission is required for specific types of changes (e.g. changes to windows and doors).
Bed space	Sleeping accommodation for one person.

Biodiversity	Covers the full variety of life on earth: all species of plants and animals and the habitats in which they live.
Brownfield land	Previously developed land.
Buildings of Local Interest	Buildings or structures that are not statutorily listed but are nonetheless of special local, historical or architectural interest.
City centre	The area (as defined by Policy CP.3 and the Proposals Map) which provides a broad range of facilities and services and fulfils a function as a focus for both the community and public transport.
Change of use	A significant change in the way a building or land is used.
Coalescence	Merging of the built-up area of villages or towns.
Commercial leisure	Large-scale leisure facilities provided for commercial benefit, such as cinemas and ten pin bowling alleys.
Commitments	Proposals for development that are the subject of a current full or outline planning permission, or unimplemented allocations in the Local Plan.
Common land	Common land is legally registered as such. The laws for common land are similar to those for any other piece of private land, except that certain people possess commoners' rights. "Commoners" are usually residents of specified nearby properties or areas. Some common land may provide for public access or rights of way.
Comparison goods	Non-food goods where a reasonable choice is available such as clothes, furniture, books and jewellery (<i>see Section 12.0, Retail & Commercial Leisure</i>).
Complementary land use	A secondary land use on a site that is both auxiliary and appropriate to the primary use. The complementary use should combine with the primary use to add vitality to a site, but is less important than the primary use. A complementary land use should generally not cover more than 25% of the gross floor area of the proposed development.
Completions	New development that has been constructed or a change of use that has taken place.
CPO	Compulsory Purchase Order: an order allowing land and rights over land to be compulsorily acquired in the public interest.

Conservation Area	An area of special architectural or historic interest being worthy of being preserved or enhanced as a whole and designated by the City Council. Conservation areas are protected under Sections 69 of the Planning (Listed Buildings and Conservation Areas) Act 1990 and additional planning controls are imposed (<i>see Section 5.0, Historic Environment</i>).
Conservation Area Consent	Consent for the total or substantial demolition of an unlisted building or structure in a conservation area.
Contaminated land	Where substances in or on the ground would harm people or the surrounding environment through pollution if the land was developed without appropriate work taking place to resolve the situation.
Convenience goods	Goods for use in the very short term such as newspapers, food and drink (<i>see Section 12.0, Retail & Commercial Leisure</i>).
Culverting	Taking a watercourse or drain under the ground or putting it into a straightened hard-surfaced channel.
Curtilage	The external space associated with a building. Curtilage usually refers to a residential garden or yard including outbuildings and is often defined by a boundary wall, fence or hedge or the highway edge.
Developer contributions	Contributions made by a developer to remedy the impact of a development, either by paying money for work to be carried out or by directly providing facilities or works either on or off-site.
Development	Includes new buildings, excavations, and alterations, extensions, and changes of use to buildings or land. It also includes advertisement signs.
Development guidelines	Documents produced by, or on behalf of, the City Council to guide development on certain sites.
District Centres	Oxford's main suburban areas of Cowley Road, Cowley Centre, Headington and Summertown, (as defined by Policy CP.3 and the Proposals Map), which play a supporting role to the City centre. These areas provide a broad range of facilities and services and fulfil a function as a focus for both the community and public transport.
Diversification	Introducing a variety of uses or activities.
Dual-use	Two permitted separate uses of a particular building or area of land such as purpose-built student accommodation and summer visitor accommodation.

Durable goods	Long-lasting goods not normally purchased on a daily basis such as televisions, washing machines (<i>see Section 12.0, Retail & Commercial Leisure</i>).
Dwelling	A self-contained unit of residential accommodation (houses, flats, maisonettes studios etc. but not HMO's bedsits or communal homes).
Edge-of-centre	This refers to a site which is just outside the boundary of the City centre (see Policy CP.3). For the purposes of Policy RC.1, edge-of-centre means within easy walking distance of a primary retail frontage.
Existing commercial premises	Premises that have planning permission or existing use rights for employment generating uses such as Class B1, B2 or B8 activities as defined by the Use Classes Order 1987.
Fascia	The frontage of a shop including the board that displays the name of the shop.
Flood plain	The generally flat lying area close to a watercourse where water flows in times of flood (<i>see Section 4.0, Natural Environment</i>).
Flood Risk Assessment	An assessment of the risk of flooding to the development being proposed and its possible effects on flood risks elsewhere in terms of its effects on flood flows, flood storage capacity and run-off (<i>see Section 4.0, Natural Environment</i>).
Flora and fauna	The plants and animals particular to an area.
GPDO	General Permitted Development Order: a list produced by Government which identifies types of development that can take place without needing planning permission.
Grain	The pattern of building plots and streets in an urban area.
Grampian Condition	A planning condition attached to a planning permission that requires an action or works to be undertaken, usually on land beyond the boundaries of the application site, before the approved development can start.
Green backcloth	The view of hills surrounding Oxford that form its setting.
Green Belt	An area of undeveloped land, usually encircling a city, where the planning policy is to keep it open in order to prevent urban sprawl (<i>see Section 4.0, Natural Environment</i>).
Greenfield	Land that has not already been developed.

Gross floorspace	The total floor area of a building - existing and proposed, including circulation space, storage and toilets. Normally measured from the outside of the exterior walls.
GTE	Guided Transit Express: <i>see Section 3.0, Transport.</i>
HAMATS	Headington and Marston Area Transport Strategy: <i>see Section 3.0, Transport.</i>
Hard landscaping	Hard surfacing such as concrete or paving blocks, and other integral features designed into an area made out of solid materials including seating, walls and sculpture.
Historic Parks and Gardens	Parks and gardens of special historic interest that are identified by English Heritage on the Register of Parks and Gardens (<i>see Section 5.0, Historic Environment</i>).
HITS	Health Integrated Transport Strategy: <i>see Section 9.0, Health and Hospitals.</i>
HMO	House(s) in Multiple Occupation: A building containing rooms occupied as separate units of accommodation by individual households that share a kitchen or bathroom facilities. Large-scale accommodation designed for, and occupied by, employees of an organisation owning or controlling the property or by students on a similar basis is not included in the definition of HMO for the purpose of applying Policy HS.15 (<i>see Section 7.0 Housing Policies</i>).
Home Zone	A street or group of streets that is designed to prioritise its social and environmental functions over its highway function. Home Zone design should incorporate some shared-priority road surface, and should also include design features, that aim to restrict motor vehicle speeds to around 10 miles per hour.
Housing Association	A non-profit making organisation that provides housing. Generally they provide accommodation for people in housing need who are unable to afford to buy or rent housing on the open market.
HRIA	Health and Radiation Impact Analysis: An assessment of the risk to public health from the amount of radiation generated by telecommunication equipment.
Infill development	Development filling in an existing gap in an otherwise built-up frontage. Infill development normally involves a single plot with an existing road frontage.
Infrastructure	Structures and services that provide for the essential needs of development such as public transport, schools, open spaces, roads and sewers.

Key worker	Someone employed in a frontline role delivering an essential public service where there are serious recruitment and retention problems; and in a group recommended for inclusion by Regional Housing Boards.
Key worker housing	Dwellings where occupancy is officially limited to a household with at least one person is recognised as a key worker by a key worker housing agreement between the employer and the City Council (<i>see Section 7.0, Housing Policies</i>).
Life cycle costs	The life-long environmental costs of a development or building, in terms of materials, source and transport, construction methods and running costs (i.e. heating/cooling and power).
Live/work units	Dwellings that include a work area for the occupant(s). Maintaining a balance between the living and working areas is important and may be secured by a planning obligation.
Listed Building	A building or structure of special architectural or historic interest that is included on a statutory list compiled by the Department of Culture, Media and Sport with advice from English Heritage (<i>see Section 5.0, Historic Environment</i>).
Listed Building Consent	Consent to alter, extend, or demolish a listed building and certain buildings and structures within its curtilage where these works affect its special character.
LDF	Local Development Framework: is made up of documents called Local Development Documents (LDDs) that together will provide the framework for delivering the spatial strategy for the local area. The LDF will replace the Local Plan in the future.
LDS	Local Development Scheme: Under the new legislation, local planning authorities must outline every Local Development Document that they intend to produce over the next three years, in a Local Development Scheme. The Local Development Scheme will set out a rolling three-year timetable for producing the Local Development Documents. It will be reviewed annually.
LPI	Local Plan Inquiry: a public inquiry held by an Inspector appointed by Government to examine objections to the Local Plan as part of the formal Local Plan process.
LTP	Local Transport Plan: <i>see Section 3.0, Transport.</i>
Low-lying land	Low-lying areas close to or within the flood plain which are already extensively developed <i>see Section 4.0 Natural Environment.</i>
Major development	Unless otherwise stated in the text or policies, major development generally means 10 dwellings or more, or floorspace of 2,000m ² or more.

Material consideration	Something that should be taken into account when preparing the Local Plan or determining planning applications, but it must be a genuine planning considerations, e.g. type of development, size, layout, siting, design, access and landscaping.
Microwave radiation	Electro magnetic radiation with a very short wavelength, similar to a radio wave that is used for sending information.
Mixed-use development	Development comprising two or more uses as part of the same scheme (e.g. shops on the ground floor and residential flats above).
Modernising employment sites	This term applies to the redevelopment and regeneration of existing employment sites to allow for developments which will accommodate the up-to-date needs of employment generating uses (e.g. Classes B1, B2, B8 and sui generis).
Neighbourhood shopping centres	Small groups of shops usually containing a newsagent, a general grocery store, a sub-post office and occasionally a pharmacy, a hairdresser and other small shops that serve local day-to-day needs.
Noise creep	This refers to the cumulative effect of several proposals which each increase the background noise level by a small (acceptable) amount, but where the total impact of the proposals is unacceptable, (i.e. the level of noise has crept up in stages).
Non-residential building	A building, or part of a building, which is not used for residential purposes.
NRIA	Natural Resource Impact Analysis: An analysis of the use of natural resources in a development project. This will include the use of solar power, grey water recycling, the use of recycled materials, and adequate provision for home recycling (<i>see Section 2.0, Core Policies</i>).
Operational Parking	The minimum parking provision necessary to allow the basic operation of a business to function such as essential servicing and delivery requirements. Provision for people with disabilities is permitted. Parking for staff commuting to work is not accepted as operational.
OTS	Oxford Transport Strategy: <i>see Section 3.0, Transport.</i>
Out-of-centre	A location that is clearly separate from the City centre and the four District centres, but is not necessarily outside the urban area.

Out-of-town	A further type of out-of-centre development is generally land not within the current built-up urban area and on a greenfield (previously undeveloped) site. This will usually mean sites on the Oxford City's administrative boundary. Further consideration will need to be given to transport considerations.
Periphery	The outskirts of Oxford City's administrative boundary.
Permitted development	Specific types of development set by Government that can take place without needing planning permission (also see GPDO).
Planning conditions	A requirement attached to a planning permission. A condition may control how the development is carried out, or the way it is used in the future. It may require further information to be provided to the City Council before or during construction.
Planning Obligations	Requirements of a developer to contribute money towards, or provide facilities, infrastructure or other measures to make a development feasible. The obligation to make this provision is legally binding and secured by a legal agreement under Section 106 (S106) of the Town and Country Planning Act 1990.
PPG	Planning Policy Guidance: a series of documents produced by Central Government covering a range of specific planning issues to be considered when preparing the Local Plan and in determining planning applications.
Previously developed land	Land which is or was occupied by a permanent structure (excluding agricultural or forestry buildings). The definition covers the curtilage of the development.
Primary Use	A land use that represents the main or dominant use of a site (also see Complementary Use). The primary use should generally cover at least 75% of the gross floor area of the proposed development.
Priority habitat	The Biodiversity Steering Group, set up by the Government, has identified a number of priority habitats that fulfil at least one of the following criteria: they are rare, at risk, experiencing a high rate of decline or important habitats for priority species. Several of these habitats are found in Oxford, including lowland hay meadows, reedbeds, fen, wet woodland and ancient/species rich hedgerows.
Priority species	The Biodiversity Steering Group, set up by the Government, has drawn up a list of priority species. Species that fall within this category are globally threatened or are rapidly declining in the UK, i.e. by more than 50% in the last 25 years.
Proposals Map	A map of Oxford forming part of this Local Plan and illustrating particular areas of land which refer to some of the Local Plan policies.

Public art venues	These include buildings that are used for the performance and enjoyment of the arts, such as theatres, exhibition halls and auditoria.
Public open space	Areas to which the public have access for informal recreation activities such as walking, sitting, games and observing wildlife. Examples include parks, common land, nature parks, public squares, historic cemeteries and children's play areas (<i>see Section 11.0, Sport, Outdoor Recreation & Community Facilities</i>).
Public realm	An area of public activity and interest.
Redevelopment	Development involving the demolition or alteration of existing buildings or structures.
RSS	Regional Spatial Strategy: A document that sets out the vision and policies for the South East Region to 2026, and also provides the context for the production of the City Council's Local Development Framework. Also known as the 'South East Plan'.
Renewable energy	Energy that occurs naturally and repeatedly in the environment, for example from the sun, the wind and the fall of water. Some other technologies are commonly grouped with these sources, such as energy from waste and the clean technology of fuel cells (<i>see Section 2.0, Core Policies</i>).
RIG	Regionally Important Geological and Geomorphological Site: a site containing important geological or geomorphological features in the regional context (<i>see Section 4.0, Natural Environment</i>).
RSL	Registered Social Landlord: An organisation, usually a Housing Association, registered by the Housing Corporation to provide affordable housing (<i>see Section 7.0, Housing Policies</i>).
RPG	Regional Planning Guidance: a document produced by the Government covering a range of planning issues in a particular region, which should be considered when preparing the Local Plan and determining planning applications.
S106 Agreement	Also see Planning Obligation. A legal document binding developers and the City and/or County Councils into carrying out specific works or payments of money that are necessary to allow the development to go ahead. Legal agreements are made in conjunction with a planning permission.
SAC	Special Areas of Conservation: consist of areas that are vitally important for nature conservation and have been identified as containing the best examples of habitats and species under the European Habitats Directive 1992 (<i>see Section 4.0, Natural Environment</i>).

Safeguarded land	Land between the Green Belt and the edge of the built up area where there is no need for development in the current Plan period and which will be kept open to retain a measure of flexibility for future Plans (<i>see Section 4.0, Natural Environment</i>).
Scope	(a) range of/opportunities of something, or (b) to achieve an understanding of or to look into something.
Sequential approach	A systematic approach ranking sites in an order starting with the most appropriate location for development followed by increasingly unsuitable options e.g. whether brownfield or greenfield land; City centre or out-of-centre (<i>see Section 2.0, Core Policies</i>).
Setting	The surrounding area that contributes to the particular character of a building, place or view.
Scheduled Ancient Monument	Any building, structure or work above or below the ground or its remains that are included on the Schedule of Monuments held by the Department of Culture, Media and Sport. To be included, the monument must be of national importance. Scheduled ancient monuments are usually unoccupied buildings or structures (<i>see Section 5.0, Historic Environment</i>).
Site planning considerations	Issues that developers must take into account, such as parking space, amenity space (gardens or balconies), problems of overlooking, sunlight and daylight, access arrangements, boundary treatments, and the protection of important trees.
SLINC	Site of Local Importance for Nature Conservation: a site containing important habitats, plants and animals in the context of Oxford (<i>see Section 4.0, Natural Environment</i>).
Soft landscaping	Areas of plants, shrubs and other vegetation.
SEP	South East Plan: See Regional Spatial Strategy.
Specialist goods	Goods with a particular individual interest or quality that distinguishes them from other items.
Species of Conservation Concern	The Biodiversity Steering Group, set up by the Government, has identified species of conservation concern. These are species that qualify under at least one of the following categories: threatened, endemic and other globally threatened species; species where the UK has more than 25% of the world population; species where numbers have declined by more than 25% in the last 25 years; species found in fewer than 15 ten km squares in the UK; or species listed in the EU Birds or Habitats Directives, the Bern, Bonn or CITES Conventions, or under the Wildlife and Countryside Act 1981.
SSSI	Sites of Special Scientific Interest: areas identified by English Nature as being of special interest for their ecological or geological

features (*see Section 4.0, Natural Environment*).

SPD	Supplementary Planning Documents: A type of Local Development Document that supplements and elaborates on policies and proposals in Development Plan Documents. Note: SPD does not form part of the statutory Development Plan.
SCI	Statement of Community Involvement: this document sets out the local planning authority's policy for involving communities in the preparation and revision of local development documents and considering planning applications.
Student accommodation	Non-self-contained accommodation for students registered on full-time courses at an educational institution based in Oxford.
Studio/workshop	Comprise relatively small office or light industrial units (Class B1) which are environmentally acceptable within residential areas or as part of mixed-use developments.
Sui Generis	In the context of this Plan, Sui Generis refers to a land use which does not fall into one of the specified land use categories in the Use Classes Order (see Appendix 7). Examples of Sui Generis land uses may include shops selling and/or displaying motor vehicles; retail warehouse, clubs; launderettes; taxi or vehicle hire businesses; amusement centres; petrol filling stations; hostels; theatres or nightclubs.
Sustainable development	Development that meets today's need without compromising the ability of future generations to meet their own needs.
Sustainable drainage	Development normally reduces the amount of water that can infiltrate into the ground and increases surface water run-off due to the amount of hard surfacing used. Sustainable drainage systems control surface water run-off by mimicking natural drainage processes through the use of surface water storage areas, flow limiting devices and the use of infiltration areas or soakaways.
Sustrans	The sustainable transport charity responsible for developing the National Cycle Network comprising 10,000 miles of traffic-free routes and traffic-calmed and minor roads.
Tourist attractions	Refers to uses which attract significant numbers of tourists to Oxford such as the Ashmolean Museum, Museum of Modern Art and the Bodleian Library. It could also include additional uses which would add to the cultural diversity of the City.
TA	Transport Assessment: see <i>Section 3.0, Transport, and Appendix 1</i> .
TCA	Transport Central Area: an area of parking restraint around the City centre, identified on the Proposals Map (<i>see Section 3.0,</i>

Transport).

TDA s	Transport District Areas: areas of parking restraint around the District shopping centres, identified on the Proposals Map (see <i>Section 3.0, Transport</i>).
TP	Travel Plan: (see <i>Section 3.0, Transport and Appendix 2</i>).
TPO	Tree Preservation Order: an order made by the City Council to protect a specific tree, or group of trees, against felling, lopping, topping or other damage. Trees in Conservation Areas automatically have similar protection, except for fruit trees and trunks below a specified size (see <i>Section 4.0, Natural Environment</i>).
Unimproved wet meadows	Field areas of poor drainage which have not been subjected to chemicals such as pesticides and fertilisers.
UCS	Urban Capacity Study: a systematic approach taken in assessing the development potential for sites and buildings, normally for residential development (see <i>Section 6.0, Housing Provision</i>).
University of Oxford	The term 'University of Oxford' is used to refer both to the University and all of the Colleges.
Urban design	Imaginative yet sympathetic design of buildings, groups of buildings, spaces, places and setting.
Urban sprawl	Development at the edge of a town or city which extends beyond its boundary into the surrounding countryside.
UCO	Use Classes Order: a list made by Government which groups types of building uses and land uses. A change from one use to another within the same group or "use class" can take place without planning permission. A change of use between two classes normally requires planning permission (see Appendix 7 for the main headings and examples of uses from the most recent Use Classes (Amendment) Order 2005 which amends the Use Classes Order (1987).
Viability	The potential to exist successfully or survive.
Vitality	The liveliness and energy of a place or area reflected in the level and variety of activities taking place.
Windfall site	A site that becomes available for development (usually housing) during the Plan period and which the Local Plan has not already identified as a potential development site.