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Response to Planning application from Hertfordshire County Council (T and CP GDP Order 2015)

Director of Planning

North Hertfordshire Council
Council Offices
Gernon Road
Letchworth Garden City
Hertfordshire
SG6 3JF

District ref: 25/03153/FP
HCC ref: NH/27716/2026
HCC received: 6 January 2026
Area manager: Manjinder Sehmi
Case officer: David Bottoms

Location

Land To The East Of 2, West Lane, Pirton, Hertfordshire, SG5 3RA

Application type

Full Application

Proposal

Full Planning Permission : Extension of existing hardstanding (Development already carried out). Installation of permeable driveway Development has commenced). Creation of vehicular access off West Lane.

Recommendation

Notice is given under article 22 of the Town and Country Planning (Development Management Procedure) (England) Order 2015 that Hertfordshire County Council as Highway Authority does not wish to restrict the grant of permission.

INFORMATIVE

HCC as Highway Authority recommends inclusion of the following Advisory Note (AN) / highway informative to ensure that any works within the highway are carried out in accordance with the provisions of the Highway Act 1980:

AN) New or amended vehicle crossover access (section 184): Where works are required within the public highway to facilitate a new or amended vehicular access, the Highway Authority require the construction of such works to be undertaken to their satisfaction and specification, and by a contractor who is authorised to work in the public highway. If any of the works associated with the construction of the access affects or requires the removal and/or the relocation of any equipment,

apparatus or structures (e.g. street name plates, bus stop signs or shelters, statutory authority equipment etc.) the applicant will be required to bear the cost of such removal or alteration.

Before works commence the applicant will need to apply to the Highway Authority to obtain their permission, requirements and for the work to be carried out on the applicant's behalf. Further information is available via the County Council website at:

<https://www.hertfordshire.gov.uk/services/highways-roads-and-pavements/changes-to-your-road/dropped-kerbs/dropped-kerbs.aspx> or by telephoning 0300 1234047.

AN) Extent of Highway: Information on obtaining the extent of public highway around the site can be obtained from the HCC website:

www.hertfordshire.gov.uk/services/highways-roads-and-pavements/changes-to-your-road/extent-of-highways.aspx

AN) Storage of materials: The applicant is advised that the storage of materials associated with the construction of this development should be provided within the site on land which is not public highway, and the use of such areas must not interfere with the public highway. If this is not possible, authorisation should be sought from the Highway Authority before construction works commence.

Further information is available via the County Council website at:

<https://www.hertfordshire.gov.uk/services/highways-roads-and-pavements/business-and-developer-information/business-licences/business-licences.aspx> or by telephoning 0300 1234047.

AN) Obstruction of highway: It is an offence under section 137 of the Highways Act 1980 for any person, without lawful authority or excuse, in any way to wilfully obstruct the free passage along a highway or public right of way. If this development is likely to result in the public highway or public right of way network becoming routinely blocked (fully or partly) the applicant must contact the Highway Authority to obtain their permission and requirements before construction works commence. Further information is available via the County Council website at:

<https://www.hertfordshire.gov.uk/services/highways-roads-and-pavements/business-and-developer-information/business-licences/business-licences.aspx> or by telephoning 0300 1234047.

AN) Debris and deposits on the highway: It is an offence under section 148 of the Highways Act 1980 to deposit compost, dung or other material for dressing land, or any rubbish on a made up carriageway, or any or other debris on a highway to the interruption of any highway user. Section 149 of the same Act gives the Highway Authority powers to remove such material at the expense of the party responsible. Therefore, best practical means shall be taken at all times to ensure that all vehicles leaving the site during construction of the development and use thereafter are in a condition such as not to emit dust or deposit mud, slurry or other debris on the highway. Further information is available by telephoning 0300 1234047.

AN) Gravel / shingle driveways: Where loose gravel or shingle is used, a suitable measure to prevent material spilling onto the road/footpath/verge must be installed. It is an offence under section 148 of the Highways Act 1980 to deposit debris onto the public highway, and section 149 of the same Act gives the Highway Authority powers to remove such material at the expense of the party responsible. Further information is available by telephoning 0300 1234047.

COMMENTS

Background

This is a revised response dated 16 April 2026.

Highways Policy documents used to assess the application: -

Vehicle Crossover Policy. (Current version available).

Manual for Streets (2007)

National Planning Policy Framework (Dec 2025. Draft) NPPF.

Hertfordshire County Council's (HCC) Local Transport Plan-4 [2018-2031, May 2018]

HCC's Place & Movement Planning Design Guidance (adopted in March 2024)

Cycle Infrastructure Design Guidance (Department for Transport Local Transport Note July 2020)

Policy 5 of Hertfordshire's Local Transport Plan seeks to ensure that access arrangements are safe and suitable for all people, built to an adequate standard, adhere to the county council's Highway Design Standards, and reflect the LTP Transport User Hierarchy.

Highways previously recommended refusal to application No. 25/01198/FP for a lack of information in respect of tracking diagrams to demonstrate how a vehicle towing a caravan can access the site and manoeuvre in to position. Such movements are demonstrated such that access will be in a forward gear when accessing the highway.

Sustainability: Planning for Walking (2015), issued by the Chartered Institution of Highways and Transportation (CIHT) places emphasis on developments being located and designed, where practical, to give priority to pedestrian (and cycle) movements and have access to high quality public transport facilities. (Ref:6.4)

In terms of **accessibility**, 400m walking distance to bus stops in residential areas, 200m to bus stops in town centres and 800m walking distance to a railway station is considered to represent a reasonable catchment.

Bus stops are available to both sides of the road (Royal Oak Lane) some 57m away to the East of the site.

Access, Visibility & Parking

LTP4

<https://www.hertfordshire.gov.uk/services/recycling-waste-and-environment/planning-in-hertfordshire/transport-planning/local-transport-plan.aspx>

Highways Policy is available in 'Place & Movement Planning and Design Guidance'.

<https://www.hertfordshire.gov.uk/services/highways-roads-and-pavements/business-and-developer-information/development-management/highways-development-management.aspx>

VXO Policy

<https://www.hertfordshire.gov.uk/services/highways-roads-and-pavements/changes-to-your-road/dropped-kerbs/dropped-kerbs.aspx>

The site is located on a classified road (C22) and a highways grass verge is located to the front of the site. Vehicle speeds are limited to 20mph. In reference to HCC's Place and Movement network the road is classed as P2/M1 (Residential Street). There have been no recorded injury accidents in a rolling 5-year period in the vicinity and a pedestrian footpath is available to the opposite side of the road with low flows. This road is traffic sensitive with parking restrictions.

Changes are proposed to provide a drop kerb vehicle crossover access (vxo) to replace/ amend the single drop kerb to the site.

HCC Highways **Drop Kerb Policy** states that for a single property a maximum of 4 flat kerbs (3.6m) with one or two ramped kerbs depending on your property is allowable. A total width of 5.4m overall. The applicant should not seek to access a driveway area prior to approval and implementation of the dropped kerb.

The applicant is advised to refer to the current Highways Drop Kerb Policy and apply via the link.
<https://www.hertfordshire.gov.uk/services/highways-roads-and-pavements/changes-to-your-road/dropped-kerbs/dropped-kerbs.aspx>

The vxo drop kerb Policy reads:-

For a new dropped kerb, you will get a maximum of 4 flat kerbs (3.6m). You will also get one or two ramped kerbs depending on your property. We will not install any more than 4 flat kerbs for a single property. Please do not apply for a dropped kerb wider than this as it will be refused.

Trip Generation: No significant impact on the functioning of the highway network is identified in this respect.

Visibility

We always consider the visibility at the point of access to ensure that pedestrians and vehicles can be clearly seen when entering or exiting the property and to be in accordance with 'Manual for Streets (MfS)' (Manual for Streets 7.1) and Hertfordshire's Place & Movement Planning and Design Guidance. (Part 4). - $X = 2.4 \times Y = 25\text{m}$ sight lines are appropriate for a 20mph road *and is demonstrated on additional plan No. GP.03.26* such splays shall thereafter be retained at all times free from any obstruction between 600mm and 2m above the level of the adjacent highway carriageway.

Parking

Off street spaces will be available on the driveway. Any surfacing arrangement should be in accordance with DCLG guidance on the permeable surfacing of front gardens and shall be surfaced to LPA approved durable bound material.
<https://www.gov.uk/government/publications/permeable-surfacing-of-front-gardens-guidance/guidance-on-the-permeable-surfacing-of-front-gardens>

According to 'Place and Movement Design Guidance' the proposed driveway parking spaces are a minimum size of 2.5 x 5.0 m each.

Vehicles shall be located on land within the ownership of the applicant. Vehicles overhanging the footway are not allowed. Vehicles should access the highway in a forward gear.

(Place and Movement Design Guide (P&MDG), Part 4, Designing for Parking, Chapter 6, Ref 11.9).

Electric Vehicle charging points are required for new dwellings. Any nearby highway parking restrictions will apply to all. Parking levels to LPA requirements. Traffic generation is not considered to be significant.

Surface Water

HCC's Place and Movement Planning Design Guide, states that water from areas that are not adoptable highway must not be allowed to run onto areas of adopted highway. The Government's flood risk maps for planning indicate the nearby highway carriageway risk of flooding.

<https://flood-map-for-planning.service.gov.uk/>

The application does not appear to indicate how surface water will be discharged from the site, an informative is recommended in this respect.

Rights Of Way

There are not any ROW footpaths in the area that the proposals will directly affect.

Conclusion

All other highway matters such as refuge collection, remain.

In summary, the Highway Authority does not wish to restrict the grant of planning permission, although recommend the inclusion of the Advisory Notes in order to ensure compliance with the provisions of the Highways Act.

Signed

David Bottoms

16 April 2026