



Mark Youngman
Development Management Group Manager
Hertfordshire County Council
Postal Point CHN115
Farnham House
Six Hills Way
Stevenage
SG1 2ST

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: 25/01825/FP
HCC ref: NH/26224/2025
HCC received: 27 August 2025
Area manager: Manjinder Sehmi
Case officer: Paul Marshall

Location

Coach House, Park Lane Court, 2 Park Lane, Knebworth, SG3 6EW

Application type

Full Application

Proposal

Full Planning Permission : Conversion of second floor of existing coach house to form a one-bedroom flat with associated external and internal alterations including dormer windows and rooflights. Installation of garage doors to enclose covered parking area

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.

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

AN1) 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.

AN2) 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.

COMMENTS

The proposals are for Full Planning Permission: Conversion of second floor of existing coach house to form a one-bedroom flat with associated external and internal alterations including dormer windows and rooflights. Installation of garage doors to enclose covered parking area
Context:

The site, Park Lane Court, is in a residential area close to Knebworth Station. The Highway Authority's ability to comment is limited, as this area of Park Lane Court is accessed by a privately maintained road and access. Therefore, it falls beyond the jurisdiction of the Highway Authority, which is responsible for all roads, footways, verges, etc., that are considered maintainable at public expense (the public highway).

Policy Review:

The key documents used to assess the application are

- Manual for Streets 2007
- National Planning Policy Framework (July 2021)
- Hertfordshire County Council's (HCC) Local Transport Plan-4 [2018-2031, May 2018]
- HCC's Place & Movement Planning Design Guidance (adopted in March 2024)

PLANNING HISTORY

The application site has previous planning history with 18/02515/S73

DRAWINGS

The Highway Authority note the submission of materials in support of the planning application, including drawing numbers: ODC.25/04.01, ODC.25/04.02, and Planning Statement

ACCESSIBILITY

'Cycle Infrastructure Design' DfT Local Transport Note 1/20 (July 2020) recommends for cycle parking storage should be 2m (1.8m is acceptable) in length by 0.3m space between cycles. There should be parking for 1 cycle per dwelling. Outside cycle parking should be covered and lockable. The provision of well-located, safe and secure cycle parking for residents and visitors is a key factor in encouraging people to cycle as an alternative to using the private car.

PARKING

The proposed car parking provision and layout is the responsibility of the LPA to determine the level and suitability of the car parking proposals; however, it is essential that it is operated in efficient and

safe manner to minimise the impact on the local highway network which is the responsibility of the HCC HA.

VISIBILITY

This is an existing access with adequate visibility

EMERGENCY ACCESS

The nature of the site puts the proposals / access within 45 meters from the public highway (As required in accordance with MfS 6.7.2)

REFUSE / RECYCLING

The proposals for recycling bin storage must be in line with Manual for Streets MfS 6.8.9 residents should not be required to carry waste more than 30m and be within 25m of the kerbside/bin collection point.

CONCLUSION

The development is outside of the jurisdiction of the Highway Authority; therefore, we would not wish to restrict the grant of planning permission.

Signed

Paul Marshall

2 September 2025