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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: 24/02221/FPH
HCC ref: NH/22753/2024
HCC received: 23 January 2025
Area manager: Manjinder Sehmi
Case officer: Paul Marshall

Location

27 Hawthorn Close, Hitchin, Hertfordshire, SG5 2BW

Application type

Full Application

Proposal

AMENDED PROPOSAL

Full Permission Householder : Alterations to existing roof to include raised roof height and insertion of front and rear dormer windows to create habitable space at first floor level. Alterations to existing attached garage to include raised roof height and insertion of front and side windows following removal of existing garage doors to facilitate conversion of garage into dining room. Open sided porch following demolition of existing porch. creation of vehicular access off Hawthorn Close

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 subject to the following conditions:

COND1) Prior to the first use of the development hereby permitted the vehicular access shall be completed and thereafter retained as shown on in-principal drawing number(2403-00B) in accordance with details/specifications to be submitted to and approved in writing by the Local Planning Authority in consultation with the highway authority. Prior to use appropriate arrangements shall be made for surface water to be intercepted and disposed of separately so that it does not discharge from or onto the highway carriageway.

Reason: To ensure satisfactory access into the site and avoid carriage of extraneous material or surface water from or onto the highway in accordance with Policy 5 of Hertfordshire's Local Transport Plan (adopted 2018).

Con2) Prior to the first occupation of the development hereby permitted the vehicular access to, and egress from, the adjoining public highway shall be limited to the access shown on drawing number((2403-00B) only. Any other access(es) or egresses shall be permanently closed, and the footway / kerb / highway verge shall be reinstated in accordance with a detailed scheme to be approved in writing by the Local Planning Authority in consultation with the highway authority.

Reason: To ensure construction of a satisfactory development and in the interests of highway safety and amenity in accordance with Policies 5 and 7 of Hertfordshire's Local Transport Plan (adopted 2018).

CON3) No development shall commence until a Construction Method Statement has been submitted to and approved in writing by the Local Planning Authority, including elements of the CLOCS standards as set out in the Highway Authority's Construction Management template. Thereafter the construction of the development shall only be carried out in accordance with the approved Plan: The Construction Management Statement shall include details of:

Access arrangements to the site.

Traffic management requirements.

Construction and storage compounds (including areas designated for car parking, loading / unloading and turning areas).

Cleaning of site entrances, site tracks and the adjacent public highway.

Timing of construction activities (including delivery times and removal of waste) and to avoid school pick up/drop off times.

Provision of sufficient on-site parking prior to commencement of construction activities.

Post construction restoration/reinstatement of the working areas and temporary access to the public highway.

Where works cannot be contained wholly within the site a plan should be submitted showing the site layout on the highway including extent of hoarding which must be kept within the site boundary, pedestrian routes and remaining road width for vehicle movements.

Reason: In order to protect highway safety and the amenity of other users of the public highway and rights of way in accordance with Policies 5, 12, 17 and 22 of Hertfordshire's Local Transport Plan (adopted 2018).

CON4) Prior to the first occupation of the development hereby permitted a visibility splay measuring 43. x 43 metres shall be provided to each side of the access where it meets the highway and 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.

Reason: To ensure that the level of visibility for pedestrians, cyclists and vehicles is satisfactory in the interests of highway safety in accordance with Policy 5 of Hertfordshire's Local Transport Plan (adopted 2018).

CON 5) Prior to first occupation of the development the access road shall be of a bound material for the first 5m into the site to prevent material spilling onto the road.

Reason: To ensure satisfactory access into the site and avoid carriage of extraneous material onto the highway in accordance with Policy 5 of Hertfordshire's Local Transport Plan (adopted 2018).

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.

AN3) 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.

COMMENTS

The proposals are for AMENDED PROPOSAL

Full Permission Householder: Alterations to existing roof to include raised roof height and insertion of front and rear dormer windows to create habitable space at first floor level. Alterations to existing attached garage to include raised roof height and insertion of front and side windows following removal of existing garage doors to facilitate conversion of garage into dining room. Open sided porch following demolition of existing porch and creation of vehicular access off Hawthorn Close. Hawthorn Close is maintainable by the highway authority and is unclassified and provides a local access function in the road hierarchy. The vehicle speeds past this site are limited to 30 mph. There have been no recorded accidents near the site in a rolling 5-year period.

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, May2018]
- Cycle Infrastructure Design DfT Local Transport Note 1/20 (July 2020)
- HCC's Place & Movement Planning Design Guidance (adopted in March 2024)

PLANNING HISTORY

The application site has previous planning history.

DRAWINGS

The Highway Authority note the submission of materials in support of the planning application, including drawing numbers:

2403_00A_A3_Site_Location_Plan_1_1250_1_500.pdf
 2403_01_A1_Existing_Plans_1_50.pdf
 2403_02_A1_Existing_Elevations_1_50.pdf
 2403_03_A1_Proposed_Plans_1_50.pdf
 2403_04_A1_Proposed_Elevations_1_50.pdf

PARKING

The LPA shall be responsible for assessing the proposed development against local parking standards and to satisfy for itself that any level of parking it requires can be achieved within the boundary of the site and not overhang the highway, including the highway footway / grass verge / vehicle crossover. The Highway Authority would observe the following. Drawing 2403-00B illustrates the parking spaces are 2.5m x 5.0m which is in line with the Highway Authorities Residential Dropped Kerb Policy.

ACCESS

There is an existing dropped kerb and vehicle crossover which provides access from the highway to the existing garage. However, this is to be closed to allow for a new dropped kerb and parking area to the north of the site. Drawing 2403-00B depicts the new dropped kerb as being 10 meters from the apex of the corner with Hawthorn Close. This also is in line with the Highway Authorities Residential Dropped Kerb Policy. Please see conditions 1, 2, and (5 if required)

VISIBILITY

Visibility: PMPDG Part 3 Ch9 para 12

Achievable levels of inter-visibility between drivers exiting the proposed access and other highway users (vehicles, cyclists and pedestrians) are not demonstrated on submitted plans.

A visibility splay of 43m in each direction would be consistent with Manual for Streets, Table 7.1 and PMPDG Part 3 Ch9 para 12 for a 30mph speed environment set-back 2.0m within the vertical plane.

There should be no obstruction to visibility 2m high down to a point 600mm above the carriageway, the latter to ensure that small children can be seen (MfS 7.6.3), passing along the footway. Please refer to condition 4 above.

Emergency Vehicle Access:

Consistent with the National Planning Policy Framework (2023), paragraph 116 (d), applications for development should allow for access by emergency vehicles. Guidance is set out in Manual for Streets (MfS) (6.7.2). HCC's Place and Movement Planning Design Guide (P&MPDG) (Part 2

Chapter 4). Requirements are set out in the Building Regulations: Fire Safety Approved Document B, Vol 1, Dwellings, 2010 (as subsequently amended). Access for a pumping appliance should be provided to within 45m of a single dwelling house (and within 45m of all points within the dwelling house). As far as it can be reasonably ascertained from submitted plans, the proposed development would be within the recommended emergency vehicle access distance from the highway.

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.

CONSTRUCTION MANAGEMENT STATEMENT

It is important that a CMS is provided considering the position of the site close to the junction with Hawthorn Close and restricted parking. The statement must have or be shown as a drawing of the construction site and the dedicated areas within. The main area of concern is contractors parking and delivery vehicles. Please see condition 3

CONCLUSION

Should the LPA be minded to approve the application please note the above conditions and informatives. This level of development is unlikely to generate any extra movements which would ultimately lead to demonstrable harm to the highway network in terms of free flow and capacity, therefore; the highway authority would not wish to restrict the grant of planning permission.

Signed

Paul Marshall

4 February 2025