

DELEGATED FILE NOTE

CASE OFFICER: ...Henry Thomas.....

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
25/02768/FPH	Extension to existing car parking area to incorporate steps, together with provision of vehicular access to property via dropped kerb and vehicle crossover (as amended by plans received 21st November 2025 and 3rd March 2026).	37 Sun Hill Royston Hertfordshire SG8 9AU

Submitted Plan Nos

CA-026911-1 CA-026911-3 CA-026911-4 CA-026911-5 CA-026911-6

1.0 Policies

D1	Sustainable design
D3	Protecting living conditions

SP1	Sustainable development in North Herts
SP9	Design and Sustainability
T1	Assessment of transport matters
T2	Parking
SECN12	Achieving well-designed places

Relevant Site History

- 2.1 08/02176/1HH: Two storey rear extension and single storey front extension following demolition of existing garage (as amended by plans received 4 December 2008). Conditional Permission.

3.0 Representations

- 3.1 **Neighbour Consultation** – None received.

- 3.2 **Royston Town Council** – No comments received.

- 3.3 **HCC Highways** – Objection. Comments summarised below:

- Inadequate visibility splays
- Further clarification of gradient required and disability access.
- Insufficient details of accessing second parking space directly in front of dwelling.

4.0 Planning Considerations

4.1 Site and Surroundings

- 4.1.1 The application site is an end terrace, 1 ½ storey dwelling on the north side of Sun Hill in a residential part of Royston. The dwelling is set back from the highway and sits at a lower ground level. The site lies close to the Town Centre but outside of the Local Plan designated

area. The dwelling, like a number of its neighbours, benefits from a small driveway/parking area off of Sun Hill. However, the current access does not have a dropped kerb.

4.2 **Proposal**

- 4.2.1 Extension to existing car parking area to incorporate steps, together with provision of vehicular access to property via dropped kerb and vehicle crossover (as amended by plans received 21st November 2025 and 3rd March 2026).

4.3 **Key Issues**

- 4.3.1 The key issues for consideration are as follows:

- Design and impact on local character;
- Impact on neighbour amenity;
- Highways and parking matters;
- Impact on the environment;
- Biodiversity Net Gain (BNG).

Design and Impact on Local Character

- 4.3.2 Policies D1 and D2 of the NHLP require that development proposals respond positively to the site's local context. Policy D1 is broadly consistent with paragraph 135 of the NPPF.
- 4.3.3 The proposal seeks to enlarge the existing parking area and provide access steps. The proposal is of a modest scale which would not have a detrimental effect on the character and appearance of the street scene or the host dwelling. The proposal is considered to accord with Policy D1 of the Local Plan, as well as paragraph 135 of Section 12 of the National Planning Policy Framework.

Impact on Neighbours

- 4.3.4 Policy D3 of the Local Plan permits development that does not result in unacceptable harm to the amenity of neighbouring occupiers. The provision of an additional vehicular access and parking space to the front of the site would not adversely impact the amenity of neighbouring dwellings and therefore complies with Policy D3.

Highways and Parking

- 4.3.5 The proposal does not include an increase in the number of bedrooms. Therefore, with regard to Policy T2 of the NHLP, there would be no car parking issues arising from the development.
- 4.3.6 Local Plan Policy T1 seeks to ensure that development would not lead to highway safety problems, amongst other things. The Highways Authority have objected to the proposal on the following basis:

"The applicant has submitted amended drawing CA-026911/5 in response to the Highway Authority's comments dated 20 November 2025, which removes the previously proposed gates. This amendment is acknowledged and accepted by the Highway Authority (HA). The applicant has also provided drawing CA-026911/6, which attempts to show visibility splays of 2.4m x 60m in both directions; however, these splays have been incorrectly applied and measured. In

addition, for any new vehicular access, the applicant must also demonstrate pedestrian visibility splays, which are required to measure 0.65m x 0.65m from the point where the access edges meet the highway boundary, forming a triangular splay with no obstruction between 0.6m and 2.0m in height.

Given the 30mph speed limit on Sun Hill, the required vehicular visibility splays are 2.4m x 43m. These splays must be measured to the nearside kerbline, and the splay envelope must fall entirely within the applicant's land and/or the public highway. Splays cannot rely on third-party land.

Accordingly, the applicant is required to submit an amended drawing that:

- Clearly annotates the actual measured footway width fronting the site;*
- Shows vehicular visibility splays measured 2.4m back from the nearside kerbline into the site;*
- Demonstrates that 43m distances are achievable in both directions within land under the applicant's control or the public highway;*
- Includes pedestrian visibility splays of 0.65m x 0.65m, measured correctly at the access/higher boundary point, with the required unobstructed zone of 0.6m-2.0m in height.*

All visibility information must be accurately dimensioned to allow the HA to confirm compliance.

Further clarification is also required regarding the gradient of the proposed parking stand, assumed to be level with the public highway, and how users with mobility impairments would be able to safely and independently access the dwelling.

Additionally, drawing CA-026911/5 shows a parking space located along the front elevation of the dwelling. The applicant must provide detail on how this space is accessed and must justify the need for a new second vehicle access from Sun Hill, given that the site already benefits from an existing vehicular access.

All of the above matters must be demonstrated and cross referenced to the relevant requirements set out within Hertfordshire County Council's Place & Movement Planning and Design Guidance (adopted March 2024) to confirm full compliance with the adopted highway safety, accessibility and inclusive-design standards."

- 4.3.7 Given the above, the proposed dropped kerb and vehicle crossover to provide car parking would fail to comply with Policy T1 of the Local Plan and would be contrary to the NPPF (2024), Hertfordshire's Local Transport Plan (LTP4, 2018–2031) and Hertfordshire County Council's Place & Movement Planning and Design Guidance (2024).

Environmental Implications

- 4.3.12 Policy D1 of the NHLP outlines the Council's commitment to supporting climate change mitigation through the requirement for schemes to incorporate the principles of 'sustainable design'; with which the proposal is commensurate with. There are no other environmental impacts as a result of the development.

Biodiversity Net Gain (BNG)

4.3.12 This is a form of development which is exempt from BNG Legislation, defined under article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2015 due it falling under the scope of the 'de minimis' exemption.

4.4 **Conclusion**

4.4.1 In the absence of material planning reasons to the contrary it is my view that planning permission is **REFUSED**.

4.5 **Alternative Options**

4.5.1 None.

4.6 **Pre-Commencement Conditions**

4.6.1 None.

5.0 **Recommendation**

5.1 That planning permission be **REFUSED** for the following reasons:

The proposal would result in an unacceptable impact on highway safety, contrary to Policy T1 of the North Hertfordshire Local Plan 2011 to 2031, the NPPF (2024), Hertfordshire's Local Transport Plan (LTP4, 2018-2031) and Hertfordshire County Council's Place & Movement Planning and Design Guidance (2024).

Proactive Statement:

Planning permission has been refused for this proposal for the clear reasons set out in this decision notice. The Council acted proactively through positive engagement with the applicant in an attempt to narrow down the reasons for refusal but fundamental objections could not be overcome. The Council has therefore acted proactively in line with the requirements of the Framework (paragraph 38) and in accordance with the Town and Country Planning (Development Management Procedure) (England) Order 2015.

Signed  Shaun Greaves Determining Officer	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Date: 3 June 2026	