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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: 26/00317/FP
HCC ref: NH/28290/2026
HCC received: 23 February 2026
Area manager: Manjinder Sehmi
Case officer: Senober Khan

Location

46 Kneesworth Street, Royston, Hertfordshire, SG8 5AQ

Application type

Full Application

Proposal

Full Planning Permission : Change of use from office B1 to residential to provide 8 self-contained flats including insertion of dormer windows and rooflights to facilitate accommodation at second floor, amenity parking, refuse and cycling storage. Alterations to existing fenestration, installation of side ramp and railing and rear access steps

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:

Prior to the use of the development hereby permitted, unless agreed in writing by the Local Planning Authority, details of cycling parking secure and sheltered storage for the proposed 9 cycles shall be submitted to and approved in writing by the Local Planning Authority, in consultation with the Highway Authority. The cycle parking storage shall be constructed and laid out in accordance with the agreed details and completed prior to occupation of the development hereby approved and shall thereafter be retained, maintained, for the duration of the development at all times.

Reason: To ensure construction of a safe development and to promote sustainable development in accordance with Policies 5, 19 and 20 of Hertfordshire's Local Transport Plan (adopted 2018).

Highways comments:

The application seeks change of use from B1(a) office to 8 residential flats, served by 9 car parking spaces (1 per dwelling plus 1 visitor space). Secure and covered cycle storage is proposed at 1 space per dwelling, and the existing vehicular access from Green Drift is retained.

Whilst the car parking provision falls under the remit of the Local Planning Authority (LPA), however the Highway Authority (HA) emphasises that the layout must continue to operate in a safe and efficient manner to minimise any adverse impacts on the local highway network. No concerns are raised at this stage, subject to parking spaces being retained and appropriately marked.

The HA has reviewed the submitted Transport Statement (TS) and is satisfied that:

- The site benefits from excellent accessibility to public transport and local amenities, meaning car dependency will be comparatively low.
- The proposed residential use is expected to generate fewer vehicle trips than the existing office use, resulting in a net reduction in traffic intensity.
- The existing access onto Green Drift is suitable to continue in use and, together with reduced trip generation, ensures the local highway network can safely accommodate the development.

Whilst the applicant has submitted a drawing showing the cycle store, however the applicant has not provided any dimensions justification detailing:

- How the internal layout and dimensions comply with the Hertfordshire County Council (HCC) Cycle Design Standards and the Department for Transport (DfT) Cycle Infrastructure Design Guidance (LTN 1/20).

The submitted details must demonstrate by cross reference compliance with the above listed standards, including:

- Minimum stand spacing of 1.0 m centre to centre
- Minimum aisle width of 1.2 m
- Minimum parking footprint of 2.0 m × 0.7 m per cycle

Recommendation:

The proposal is not expected to give rise to highway safety issues, and the HA raises no objection to the proposed change of use subject to the listed condition:

Signed

Senober Khan

14 March 2026