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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: 26/00571/FP
HCC ref: NH/28678/2026
HCC received: 30 March 2026
Area manager: Manjinder Sehmi
Case officer: Paul Marshall

Location

Shell Petrol Station , Bedford Road, Hitchin, Hertfordshire, SG5 2TY

Application type

Full Application

Proposal

Full Planning Permission : Erection of retail building, detached bin store and installation of two machine jet washes following demolition of the existing outbuilding, canopy link and plant room.
Provision of two car parking spaces

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:

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:

CON1) Prior to the commencement of the development hereby permitted, a scheme for the parking of 2 cycles including details of the design, level and siting shall be submitted to and approved in writing by the Local Planning Authority. The approved scheme shall be fully implemented before the development is first occupied and thereafter retained for this purpose.

Reason: To ensure the provision of adequate cycle parking that meets the needs of occupiers of the proposed development and in the interests of encouraging the use of sustainable modes of transport in accordance with Policies 1, 5 and 8 of Hertfordshire's Local Transport Plan (adopted 2018)

CON2) No development shall commence until a Construction Management Plan 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 Plan shall include details of:

- a. Construction vehicle numbers, type,
- b. Access arrangements to the site;
- c. Traffic management requirements
- d. Construction and storage compounds (including areas designated for car parking, loading / unloading and turning areas);
- e. Siting and details of wheel washing facilities;
- f. Cleaning of site entrances, site tracks and the adjacent public highway;
- g. Timing of construction activities (including delivery times and removal of waste) and to avoid school pick up/drop off times;
- h. Provision of sufficient on-site parking prior to commencement of construction activities;
- i. Post construction restoration/reinstatement of the working areas and temporary access to the public highway;
- j. 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, 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).

CON3) Prior to the commencement of development, notwithstanding Drawing ref. 10019011 TRACK 26 A, an amended vehicle tracking drawing shall be submitted to and approved in writing by the Local Planning Authority. The amended drawing shall be based on a petrol tanker of 15.289 metres in length.

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

INFORMATIVES

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 website:

<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 public highway land: 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 website:

<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) 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.

AN4) Avoidance of surface water discharge onto the highway: The applicant is advised that the Highway Authority has powers under section 163 of the Highways Act 1980, to take appropriate steps where deemed necessary (serving notice to the occupier of premises adjoining a highway) to prevent water from the roof or other part of the premises falling upon persons using the highway, or to prevent so far as is reasonably practicable, surface water from the premises flowing on to, or over the footway of the highway.

COMMENTS

The proposals are for Full Planning Permission: Erection of retail building, detached bin store and installation of two machine jet washes following demolition of the existing outbuilding, canopy link and plant room. Provision of two car parking spaces

Context:

Bedford Road is a Principle 'A' road (A600) and provides a Main Distributor function in the road hierarchy and is highway maintainable at public expense. A 30mph speed limit applies. on HCC's Place and Movement network, Bramble Close is classed as P2/M2 (Multi-Function Road). One

reported highway accident is recorded within the immediate vicinity of the application site (5-year rolling). No Public Right of Way (as shown on the PRow map) directly affects the site or would be affected by the proposal. The county council considers Grosvenor Road not to be a traffic sensitive road.

ACCESS

The development does not propose any changes to the existing vehicular and pedestrian access arrangements, which are considered appropriate to safely serve the site.

VISIBILITY

Achievable levels of inter-visibility between drivers entering and exiting the site and other highway users (vehicles, cyclists and pedestrians) are acceptable and meet the requirements of the PMPDG, providing clear visibility in all relevant directions and ensuring safe and convenient access to and from the site. PMPDG Part 3 Ch9 para 12

PARKING

The Local Planning Authority will assess the proposed development against the adopted local parking standards. Drawing Ref: 10019011-PSL-26-A illustrates the provision of two off-street parking bays, each measuring 2.5 m by 6.0 m, which is considered acceptable to the highway authority.

CYCLE STORAGE

No provision for cycle storage is observed. The availability of secure cycle parking can have a significant influence on cycle use, encourage modal shift and reduce the need for travel by less sustainable modes. Its provision would be supported by the Highway Authority, consistent with policies 1 and 8 of the Hertfordshire Local Transport Plan (LTP4). Further guidance can be found in Local Transport Note LTN 1/20: Cycle infrastructure design: <https://www.gov.uk/government/publications/cycle-infrastructure-design-ltn-120>
Condition 1 is set out for the LPA's consideration.

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.

ACCESS FOR REFUSE VEHICLES:

The proposal will not affect existing access arrangements for kerbside collection.

TRACKING

Drawing ref. 10019011 TRACK 26 A is based on a petrol tanker of approximately 11.5 m in length. This does not reflect the standard petrol tanker size of 15.289 m typically required for petrol station operations. An amended tracking drawing using the correct vehicle length should be provided in accordance with Condition 3.

CONSTRUCTION MANAGEMENT PLAN (CMP)

It is important that a CMS is provided considering the proposals are accessed of a classified main distributor 'A' road. The plan must include a drawing of the construction site and the dedicated areas within. These should include but not be limited to, construction parking area, wheel washing, and storage area. Please see Condition 3 above.

CONCLUSION

HCC as Highway Authority has considered the proposal and concludes that it would not give rise to an unacceptable impact on the safety or operation of the surrounding highway. It raises no objections but recommends the inclusion of the above conditions and highway informative / advisory notes.

Signed
Paul Marshall

22 April 2026