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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: 26/00073/FP  
HCC ref: NH/27903/2026  
HCC received: 21 January 2026  
Area manager: Manjinder Sehmi  
Case officer: Paul Marshall

### **Location**

165 Weston Way, Baldock, Hertfordshire, SG7 6JG

### **Application type**

Full Application

### **Proposal**

Full Planning Permission : Conversion of existing 3 bed house into No.2 two storey independent dwellings - 1 x 1 bed, 1 person and 1 x 2 bed, 3 person. Creation of parking, bin storage facilities and private amenity space to include erection of picket fence, rear patio and front driveway

### **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:

CON1) Prior to the first occupation of the development hereby permitted 2.0 x 2.0 metre pedestrian visibility splays shall thereafter be retained at all times to each side of the access. They shall be measured from the point where the edges of the access way cross the highway boundary, 2.0 metres into the site and 2.0 metres along the highway boundary therefore forming a triangular visibility splay. Within which, there shall be no obstruction to visibility between 0.6 metres and 2.0 metres above the carriageway.

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

CON2) Prior to the first commencement of the development hereby permitted, a plan for cycle storage for 3 cycles is to be provided and be designed in line with design standards contained in Chapter 11 of the Cycle Infrastructure Design' DfT Local Transport Note 1/20 (July 2020). Prior to

first occupation the approved design shall be fully implemented 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)

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 Method Statement shall include details of:

Access arrangements to the site.

Traffic management requirements.

Construction and storage compounds

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.

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).

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) 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

Weston Way is an unclassified local access road and provides a local distributor function in the road hierarchy. Weston Way is highway maintainable at public expense. A 30mph speed limit applies. On Hertfordshire County Council's Place and Movement network Weston Way is classed as P2/M1 (Residential Street). No reportable highway accidents recorded within the immediate vicinity of the application site (5-year rolling). No Public Right of Way (as shown on the Public Rights of Way Map) directly affects the site or would be affected by the proposal. The county council considers Weston Way to be a traffic sensitive road between 07:00 - 09:30 and 16:00 - 18:30 Monday to Friday.

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]

Cycle Infrastructure Design Guidance (Department for Transport Local Transport Note July 2020)

Hertfordshire County Council's Place & Movement Planning Design Guidance (adopted in March 2024)

Inclusive Mobility: A Guide to Best Practice on Access to Pedestrian and Transport Infrastructure (IM), 2021

#### 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: CH2237 PL001, PL 100, PL101, PL 110, PL 201, and PL 211.

## ACCESSIBILITY

The site is within easy walking distance to bus stops and walkable distance to shops and services

'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. There should be provision for 3 cycles however, no cycle storage has been proposed, please see condition 2 above.

## PARKING

The proposals are in accordance with Hertfordshire County Council's Place & Movement Planning Design Guidance for parking bays to be 2.5m x 5.00m

## DRAINAGE

Any surfacing arrangement should be in accordance with DCLG guidance on the permeable surfacing of front gardens and shall be surfaced to LPA approved durable bound material. Guidance on permeable surfacing of front gardens can be found on the government website: <https://www.gov.uk/government/publications/permeable-surfacing-of-front-gardens-guidance>

## ACCESS

No new access is proposed. Drawing PL100 demonstrates a tarmac surface and existing dropped kerb.

## VISIBILITY

The vehicle-to-vehicle inter-visibility is substandard due to the bus stop on the northern side of the access. However, as the access is existing it would not be reasonable to refuse the application based solely on this. Please see condition above for the pedestrian visibility splay. See condition 2 above.

## CONSTRUCTION METHOD STATEMENT (CMS)

It is important that a CMS is provided considering the nature of the residential area. The statement must have or be shown as a drawing of the construction site and the dedicated areas within. These should include but not limited to, construction parking area, wheel washing, storage. There must be no contractor parking on Western Way or nearby. Please see condition 3 above.

## 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

Hertfordshire County Council as Highway Authority has considered that the proposal would not have an unreasonable impact on the safety and operation of the adjoining highways and consequently have no objections on highway grounds subject to the above recommended planning conditions and highway informatives.

**Signed**

Paul Marshall

4 February 2026