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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: 25/01333/FP
HCC ref: NH/25167/2025
HCC received: 29 May 2025
Area manager: Manjinder Sehmi
Case officer: Geoffrey McMahon

Location

27-29 WHITEHORSE STREET BALDOCK SG7 6QF

Application type

Full Application

Proposal

Change of use of former first floor office into residential, including internal alterations to form first floor residential unit and to facilitate relocation of retail ancillary space to ground floor. Demolition of external stair, enclosure and reinstate external wall on original alignment. Replacement windows. New external doors.

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.

HCC as Highway Authority recommends inclusion of the following Advisory Notes (AN) to ensure that any works affecting 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) Construction Management Plan (CMP): The purpose of the CMP is to help developers minimise construction impacts and relates to all construction activity both on and off site that impacts on the wider environment. It is intended to be a live document whereby different stages will be completed and submitted for application as the development progresses. A completed and signed CMP must address the way in which any impacts associated with the proposed works, and any cumulative impacts of other nearby construction sites will be mitigated and managed. The level of detail required in a CMP will depend on the scale and nature of development. The CMP would need to include elements of the Construction Logistics and Community Safety (CLOCS) standards as set out in our Construction Management template, a copy of which is available on the County Council's website at: <https://www.hertfordshire.gov.uk/services/highways-roads-and-pavements/business-and-developer-information/development-management/highways-development-management.aspx>

COMMENTS

Site

Whitehorse Street is a numbered classified road (B656) maintainable at public expense, having a secondary distributor role in the road hierarchy and a speed limit of 30 mph. There has been one slight accident in the road during a five-year rolling period.

Policy Review

The key documents used to assess the application are:

- Manual for Streets 2007
- National Planning Policy Framework (December 2024)
- Hertfordshire County Council's (HCC) Local Transport Plan-4 (2018-2031, May 2018)
- HCC's Place & Movement Planning Design Guidance (adopted in March 2024)
- HCC Residential Dropped Kerbs Policy (May 2024)

Drawings

The Highway Authority notes the submission of documents to support the proposal, including Drawing Nos PL05 (Proposed Front Elevation), PL02 (Proposed Ground Floor Plan) and a Design and Access Statement.

HIGHWAY IMPACTS

Access and Parking

The property benefits from an existing off-road parking space which is being allocated to the new first floor flat. The LPA as parking authority will determine whether this will conform to its current standards on completion of the development, particularly with regard to electric vehicle charging and secure bicycle storage.

Sustainability

The Highway Authority acknowledges that this is a sustainable location, offering a variety of services within walking and cycling distance, along with viable public transport options.

Emergency Vehicle Access

The location puts the development within 45 metres of the public highway as required under MfS 6.7.2.

Refuse and Recycling

The Design and Access Statement notes that adequate arrangements are already in place for the collection of waste and recycling and will not be affected.

CONCLUSION

Subject to the Informatives listed above, the Highway Authority considers that the proposal would not materially affect the safety and operation of the wider public highway network and therefore does not wish to restrict the grant of permission.

Signed

Geoff McMahon

12 June 2025