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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: 25/02615/FP
HCC ref: NH/27038/2025
HCC received: 31 October 2025
Area manager: Manjinder Sehmi
Case officer: Shamsul Huda

Location

Land Adjacent To 67, Park Lane, Knebworth, Hertfordshire, SG3 6PW

Application type

Full Application

Proposal

Full Planning Permission : Erection of building for church hall use including car parking, column lighting, hard and soft landscaping, bin store and air source heat pump enclosure on south-west elevation. Alterations to existing vehicular access

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:

CONDITIONS:

CONDITION 1: LIMITATION OF USES:

The general uses and operation of the development hereby permitted shall be limited to use for the Holy Communion on Sunday mornings and a prayer meeting on Monday evenings only and shall not be used for any community / social events at all.

Reason: To ensure no significant increase to roadside parking levels, traffic movements and to ensure that vehicles entering and exiting the site do not adversely affect the free and safe flow of traffic on the public highway and safety

CONDITION 2: PARKING, REFUSE COLLECTION AREA:

Prior to the first occupation of the development hereby permitted the proposed onsite car and cycle parking / servicing / turning /waiting areas shall be laid out, demarcated, levelled, surfaced and drained in accordance with the approved plan and retained thereafter available for that specific use as indicated on the Site & Floor Plans, Elevations, Section Plan (Ref-872-02, Rev-B)

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).

CONDITION 3: PROVISION FOR CTMP:

No development shall commence until a Construction Traffic Management Plan has been submitted to and approved in writing by the Local Planning Authority in consultation with the highways and thereafter the construction of the development shall only be carried out in accordance with the approved Plan. The Construction Traffic Management Plan shall include details of:

- a. Construction vehicle numbers, type, routing.
- b. Access arrangements to the site.
- c. Measure to minimise dust, noise machinery and traffic noise impacts during construction.
- d. Screening and hoarding details to protect neighbouring residents.
- e. Traffic management requirements, including the location of routes and from the site, details of their signing monitoring and enforcement measures.
- f. Construction and storage compounds (including areas designated for car parking, loading /unloading and turning areas);
- g. Siting and details of wheel washing facilities.
- h. Cleaning of site entrances, site tracks and the adjacent public highway including end of day tidying procedures to ensure protection of the site out the hours of construction. The construction activities shall be designed and undertake in accordance with the code of best practice set out in BS 5228 1997 and the agreed details unless otherwise agreed in writing by the LPA and Highways.
- i. Timing of construction activities (including delivery times and removal of waste) and to avoid school pick up/drop off times.
- j. Provision of sufficient on-site parking prior to commencement of construction activities.
- k. Post construction restoration/reinstatement of the working areas and temporary access to the public highway.
- l. 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 Policy 12, 17 and 22 of Hertfordshire's Local Transport Plan (adopted 2018).

INFORMATIVES:

AN) 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.

AN) 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.

AN) New or amended vehicle crossover access (section 184): Where works are required within the public highway to facilitate a new or amended vehicular access, the Highway Authority require the construction of such works to be undertaken to their satisfaction and specification, and by a contractor who is authorised to work in the public highway. If any of the works associated with the construction of the access affects or requires the removal and/or the relocation of any equipment, apparatus or structures (e.g. street name plates, bus stop signs or shelters, statutory authority equipment etc.) the applicant will be required to bear the cost of such removal or alteration. Before works commence the applicant will need to apply to the Highway Authority to obtain their permission, requirements and for the work to be carried out on the applicant's behalf. Further information is available via the County Council website at: <https://www.hertfordshire.gov.uk/services/highways-roads-and-pavements/changes-to-your-road/drop-ped-kerbs/dropped-kerbs.aspx> or by telephoning 0300 1234047.

AN) 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>

Revised Highway Comments:

Following the highway comments issued on 21/11/2025, the applicant has provided additional information regarding the proposed uses and opening hours. The application form and site plan confirm that there is no proposal for a new access from the public highway. However, the Highway Authority notes that the site is currently served by an existing access from Park Lane. The proposal includes an extension of this access by approximately 4 metres. As this extension lies outside the limits of the public highway, it is considered acceptable in principle.

With regard to trip generation, the applicant has confirmed that the development will primarily serve the local congregation for Holy Communion on Sunday mornings and a prayer meeting on Monday evenings, each lasting approximately one/two hour. The applicant has also confirmed that the building will not be used for other purposes, such as hall hire for social or community events. On this basis, the Highway Authority considers that the limited use of the site will not have a significant impact on the local highway network. To ensure this, Condition 1 is recommended to restrict the use of the development to church-related purposes only.

The purpose of a Construction Traffic Management Plan (CTMP) is to minimise the impact of construction activities on the surrounding environment. The applicant is therefore advised to submit a robust CTMP prior to commencement of development. The completed and signed CTMP must set out how any impacts associated with the proposed works, including cumulative impacts from other nearby construction sites, will be mitigated and managed. The required level of detail is outlined in the condition referenced above.

Summary

The Highway Authority considers that the proposed development will not generate a significant number of vehicular trips that would result in severe impacts on the local highway network or conflict with local and national policies (including LTP4 and paragraph 116 of the NPPF 2024). Accordingly, the Highway Authority raises no objection to the application, subject to the conditions and requirements outlined above.

Signed

Shamsul Huda

9 December 2025