



Mark Youngman  
Development Management Group Manager  
Hertfordshire County Council  
Postal Point CHN115  
Farnham House  
Six Hills Way  
Stevenage  
SG1 2ST

## Response to Planning application from Hertfordshire County Council (T and CP GDP Order 2015)

### Director of Planning

Welwyn Hatfield Borough Council  
The Campus  
Welwyn Garden City  
Hertfordshire  
AL8 6AW

District ref: 6/2023/2345/FULL  
HCC ref: WH/19179/2023  
HCC received: 14 February 2024  
Area manager: Manjinder Sehmi  
Case officer: Natalie Ternent

### Location

Everest House Sopers Road Cuffley Potters Bar EN6 4SG

### Application type

Full Application

### Proposal

AMENDED PROPOSAL

Erection of rear infill extension from ground to second floor with roof extension to create an additional floor and facade improvements to provide additional Offices (Class E)

### 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:

#### Condition 01:

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, a copy of which is available from the website. Thereafter the construction of the development shall only be carried out in accordance with the approved Plan.

Reason: In order to protect highway safety and the amenity of other users of the public highways and rights of way in accordance with Policies 5, 12, 17 and 22 of Hertfordshire's Local Transport Plan (adopted 2018).

#### Condition 02:

At least 3 months prior to the first occupation of the approved development a detailed Travel Plan for the site shall be submitted to and approved in writing by the Local Planning Authority in consultation

with the Highways Authority. The approved Travel Plan shall be implemented in accordance with the timetable and target contained in therein and shall continue to be implemented as long as any part of the development is occupied subject to approved modifications agreed by the Local Planning Authority in consultation with the Highway Authority as part of the annual review. The Travel Plan must include car parking management measures including the pre-booking system which must be implemented and retained when the development is first occupied.

Reason: To ensure that sustainable travel options associated with the development are promoted and maximised to be in accordance with Policies 3, 5, 7, 8, 9 and 10 of Hertfordshire's Local Transport Plan (adopted 2018).

#### HIGHWAY INFORMATIVES:

I recommend inclusion of the following Advisory Notes (ANs) to ensure that any works as part of this development are carried out in accordance with the provisions of the Highways Act 1980 and other relevant processes.

**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/highways-roads-and-pavements.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/highways-roads-and-pavements.aspx> telephoning 0300 1234047.

**AN3) 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-developmentmanagement.aspx>

**AN4) Road Deposits:** It is an offence under section 148 of the Highways Act 1980 to deposit mud or other debris on the public highway, and 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 are in a condition such as not to emit dust or deposit mud, slurry or other debris on the highway. Further information is available via the website

<https://www.hertfordshire.gov.uk/services/highways-roads-and-pavements/highways-roads-and-pavements.aspx> or by telephoning 0300 1234047.

## **COMMENTS / ANALYSIS**

### **Development Proposals**

This application is for the erection of rear infill extension from ground to second floor with roof extension to create an additional floor and façade improvements to provide additional offices at Everest House.

A Planning Statement has been submitted with the planning application.

### **Site History**

The application site has a long planning history including applications for change of use from office use to residential units. The most recent application was prior approval for the change of use from offices to 45 residential dwellings that was refused and subsequently went to Appeal (application number 6/2020/0447/PN11).

The Appeal was dismissed in 2020.

### **Car Parking**

The application site currently provides 107 car parking spaces, which will remain with no loss or increase in parking spaces proposed. The existing access will also remain.

A review of Welwyn Hatfield Council's parking standards confirms that for office developments, a standard of 1: 30sq.m GFA will be applied. The application form confirms that the existing GFA of the office building is 2,674sq.m, which would total 89 car parking spaces, and the proposed GFA will be 3,448sq.m totalling 115 car parking spaces.

The development is in accordance with Welwyn Hatfield Council's parking standards and whilst it is for the Local Planning Authority to make decisions about levels of on-site parking, the Highway Authority's view is content with the level of parking proposed because a Pay & Display car park is located adjacent to the development and Sopers Road is protected by single yellow lines on both sides of the carriageway for 60m from its junction with Station Road, which restricts vehicles parking along the road between 08:00 – 18:30 Monday to Saturday.

In addition, the applicant has confirmed that a pre-booking system for the car park is to be installed via the Parkable app following previous comments from the Highway Authority.

### **Cycle Parking**

The Planning Statement states that a small single-storey rear extension is proposed which will be utilised for cycle parking. Cycle parking standards for Welwyn Hatfield Council include provision at one space per 500sq.m GFA plus one visitor space per 10 full-time staff.

Drawing No. 00-201 Rev P01 highlights the location of the cycle store but confirmation on the number of spaces proposed is requested, particularly because the application form states that the proposed development will not increase or decrease employee numbers, which should be clarified in light of the nature of the proposed development.

### **Public Transport**

The site is located a short walk from Cuffley Railway Station and bus services on Station Road to promote sustainable travel to the site, which is supported by a Travel Plan submitted with the application.

This is essential in order support employees to travel sustainably, as outlined in paragraphs 114 and 116 of the NPPF.

**Conclusion**

Considering the above, the Highway Authority does not wish to raise objection to the proposal.

**Signed**

Natalie Ternent

28 June 2024