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PLANNING AND DEVELOPMENT COMMITTEE

Date: Wednesday, 7 October 2020

Time: 6.30pm,

Location: Virtual (via Zoom)

Contact: Fungai Nyamukapa Tel: 01438 242707

committees@stevenage.gov.uk

Members: Councillors: S Speller (Chair), M McKay (Vice-Chair), D Bainbridge, S Barr, L Chester, M Downing, ME Gardner, J Hanafin, L Kelly, G Lawrence, J Lloyd, G Snell and T Wren

AGENDA

PART 1

1. APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

2. MINUTES - 11 AUGUST 2020

To approve as a correct record the Minutes of the previous meeting held on 11 August 2020

Pages 3 – 10

3. 20/00405/FPM - UNIT 11 THE FORUM

To consider an application for a change of use from 'Retail' (Use Class A1) to Wholesale Market (Sui Generis)

Pages 11 – 22

4. 19/00647/FPM - FORMER BHS STORE, 7 THE FORUM

To consider an application for the partial demolition and redevelopment of existing former BHS store to create 11 storey building comprising of 1no ground floor commercial unit, 129no. 1 bed, 120no. 2 bed and 1no. studio apartments with associated infrastructure including amenity space, car parking, bicycle storage, refuse storage and plant rooms

Pages 23 – 46

5. LOCAL DEVELOPMENT SCHEME

To receive an update on the Local Development Scheme (LDS)

Pages 47 – 58

6. FINAL PARKING PROVISION SUPPLEMENTARY PLANNING DOCUMENT (SPD)

To receive update on the Final Parking Provision Supplementary Planning Document (SPD)

Pages 59 – 112

7. INFORMATION REPORT - DELEGATED DECISIONS

To note a report on decisions taken by the Assistant Director Planning and Regulatory in accordance with his delegated authority.

Pages 113 – 138

8. INFORMATION REPORT - APPEALS/CALLED IN APPLICATIONS

To note a report on decisions taken by the Assistant Director Planning and Regulatory in accordance with his delegated authority.

Pages 139 – 140

9. URGENT PART I BUSINESS

To consider any Part I Business accepted by the Chair as urgent.

10. EXCLUSION OF THE PRESS AND PUBLIC

To consider the following motions that:

1. Under Section 100(A) of the Local Government Act 1972, the press and public be excluded from the meeting for the following item of business on the grounds that it involved the likely disclosure of exempt information as described in paragraphs 1-7 of Part 1 of Schedule 12A of the Act as amended by Local Government (Access to information) (Variation) Order 2006.
2. That Members consider the reasons for the following reports (if any) being in Part II and determine whether or not maintaining the exemption from disclosure of the information contained therein outweighs the public interest in disclosure.

11. URGENT PART II BUSINESS

To consider any Part II Business accepted by the Chair as urgent.

STEVENAGE BOROUGH COUNCIL

PLANNING AND DEVELOPMENT COMMITTEE MINUTES

Date: Tuesday, 11 August 2020

Time: 6.30pm

Place: Virtual (via Zoom)

Present: Councillors: Simon Speller (Chair), Maureen McKay (Vice-Chair), Doug Bainbridge, Sandra Barr, Laurie Chester, Michael Downing, Michelle Gardner, Jody Hanafin, Lizzy Kelly, John Lloyd, Graham Snell and Tom Wren

Start / End Time: Start Time: 6.30pm
End Time: 8.00pm

1 **APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST**

Apologies for absence were received from Councillor Graham Lawrence. Councillor John Lloyd was present for Items 1, 2 and 3 only.

There were no declarations of interest.

The Chair informed the Committee that he was shocked and saddened on hearing news about the sudden death of Dave Rusling (Development Control Manager) on 9 August 2020. Strategic Director (TP) described the late Dave Rusling as a committed, professional and deeply trusted team member, friend and mentor to officers and Members. Dave was highly regarded for his expertise on planning matters. The Strategic Director reported that development control and wider planning teams were shell shocked by the tragic news. The Council would assess the needs of the team and provide appropriate support to team members. TP thanked Members for messages of support. The Strategic Director advised the Committee to bear with the team while the Council assessed resources requirements and work plans for the Planning team. Assistant Director (Planning and Regulation) informed the Committee that the passing of Dave Rusling was a massive shock.

In her tribute, Councillor Michelle Gardner described Dave Rusling as an amazing human being and a great teacher. She remembered Dave's patience and understanding when dealing with new Members of the Planning and Development Committee. Dave Rusling was a pivotal member of the Planning Team. Councillor Maureen McKay echoed comments that Dave Rusling was thorough, patient and professional. She noted that Dave displayed a common touch towards Members and officers.

Councillor Michael Downing informed the Committee that when he came back to Council after a four year break, Dave Rusling was one of the few points of constancy in the Council. Councillor Downing remembered Dave for his support and invaluable

expertise. Councillor Graham Snell said Dave Rusling was the “go to” person on planning matters and he always provided clear explanations to Member queries.

Councillor Simon Speller described Dave Rusling as an exemplary officer. The Committee expressed condolences to the family of Dave Rusling and the Planning and Regulation team.

2 **MINUTES - 13 JULY 2020**

It was **RESOLVED** that the Minutes of the meeting of the Planning and Development Committee held on 13 July 2020 be approved as a correct record and signed by the Chair.

3 **20/00290/FP - FORMER DUPONT WEDGWOOD WAY STEVENAGE HERTS**

The Committee considered an application for a change of use from commercial (use classes A1/A2/A3/D1) to 6 no: one-bed units and 3 no: two-bed units with associated facade alterations, cycle parking, 12 car parking spaces and 3 visitor spaces.

The application was before the Committee for determination as it was called in at the request of Councillor Barr.

The Chair invited Mr Sam Woodrow, an objector, to address the Committee. Mr Woodrow highlighted parking problems in the area. He informed Members that he believed the parking provision was below guidelines set in the Council’s Parking SPD. Due to inadequate parking at the site, some drivers were resorting to parking on narrow streets. It was reported that this practice posed challenges to service vehicles and public transport.

Mr Woodrow suggested that the units be converted to additional parking spaces. The objector was of the opinion that the application should be considered in conjunction with previous applications for the site.

The Chair thanked Mr Woodrow and invited Mr Alan Ward, the applicant, to address the Committee. Mr Ward pointed out that the units had been comprehensively marketed. In view of competition from established retailers near the development site, it was fortunate that Budgens had moved into one of the available retail units. The applicant advised Members that the proposal would provide homes and improve the appearance of the area. Mr Ward indicated that residents were aware of the parking provision at the development when they decided to move into the area. It was stated that parking provision for the application exceeded Council guidelines by one space. The applicant reminded the Committee that had the commercial units been successfully marketed, there would have been additional demands for parking spaces for retail employees and customers.

Assistant Director (Planning and Regulation) gave an introduction to the Committee. The main issues for consideration in the determination of the application were its acceptability in land use policy terms, design and visual impact on the surrounding area, impact upon neighbouring amenities, amenities of future occupiers, parking provision and highway implications.

This application was originally submitted with no details of off street car parking. Following a second public consultation, a revised car parking plan was submitted allocating an additional 3 spaces for visitor parking. The Assistant Director informed the Committee that the principle of the proposed change of use had been established to be acceptable as the applicant has demonstrated sufficient evidence to confirm that parts (b) and (e) of Adopted Local Plan Policy HC2 had been satisfied. The Highways Authority had raised no objections to the application.

The Council's Environmental Health section had no objections subject to the imposition of a condition relating to hours of construction. This was addressed by Condition 3 in the report. The Assistant Director advised the Committee that Community Infrastructure Levy was not applicable because the application was part of an existing building. It was reported that the site was conveniently located to access local facilities.

The Assistant Director informed the Committee that as a windfall site, the proposed residential flats were considered acceptable in principle and met the requirements of Policy HO5. It was acknowledged that only one of the six 1 bedroom flats would comply with the recommended standards for bedroom sizes. However, the flats that were slightly below the standards were not significantly under the recommended floor space such that they would create a substandard living environment.

In conclusion, the Assistant Director informed the Committee that the principle of the proposed change of use had been established to be acceptable.

In response to a question, the Assistant Director advised that there was no requirement for social housing provision for this type of application. The Assistant Director also indicated that there was no requirement to provide disabled parking spaces for an application of less than 10 units. It was suggested that the application be put on hold while efforts taken to market the units continued. The Assistant Director informed the Committee that evidence from the applicant and a report by Savills showed that an extended and appropriate marketing exercise had been carried out, that no realistic tenants had come forward (notwithstanding the convenience shop) and that there was little prospect of letting the remaining units in the future. The application was submitted after over two years of unsuccessful marketing for the commercial units.

The Committee highlighted parking problems at the site. It was reported that Giles Crescent and Ely Close received traffic overspill from the site. Members also noted the disparity in parking provision between private property owners and housing association residents at the site. The Committee agreed that this development was to be considered on its own merits. However, they advised the applicant to liaise with Ward Members and local residents to try to address the parking concerns.

It was **RESOLVED** that Planning permission be GRANTED subject to the following conditions:-

- 1 The development hereby permitted shall be carried out in accordance with the

following approved plans:

20 0105-1000 G; 20 0105-1001B; 20 0105-1002; 20 0105-1001 E

- 2 The development hereby permitted shall be begun before the expiration of three years from the date of this permission.
- 3 The building works required to implement this permission shall be carried out only between the following times:

0730 to 1800 Mondays to Fridays

0900 to 1300 Saturdays

And not at all on Sundays and Bank Holidays.

The hours specified relate to activities which are audible at the site boundary.

4. The parking spaces as shown on drawing ref. 20 0105-1001 E shall be provided in accordance with the approved plan.

Informative

1. Community Infrastructure Levy

Stevenage Borough Council adopted a Community Infrastructure Levy (CIL) Charging Schedule at Full Council on 27 January 2020 and started implementing CIL on 01 April 2020.

This application may be liable for CIL payments and you are advised to contact the CIL Team for clarification with regard to this. If your development is CIL liable, even if you are granted an exemption from the levy, please be advised that it is a requirement under Regulation 67 of The Community Infrastructure Levy Regulations 2010 (as amended) that CIL Form 6 (Commencement Notice) must be completed, returned and acknowledged by Stevenage Borough Council before building works start. Failure to do so will mean you risk losing the right to payment by instalments and a surcharge will be imposed. NB, please note that a Commencement Notice is not required for residential extensions if relief has been granted.

Stevenage's adopted CIL Charging Schedule and further details of CIL can be found on the Council's webpages at www.stevenage.gov.uk/CIL or by contacting the Council's CIL Team at CIL@Stevenage.gov.uk.

Pro-active statement

1. Planning permission has been granted for this proposal. The Council acted pro-actively through positive engagement with the applicant during the determination process which led to improvements to the scheme. The Council has therefore acted pro-actively in line with the requirements of the National Planning Policy Framework (paragraph 38) and in accordance with the Town and Country Planning (Development Management Procedure) (England)

Order 2015.

4 **25 THE OVAL, STEVENAGE**

The Committee considered an application for a change of use from Class A1 (Dry Cleaners) to Class A5 (Hot Food Take Away).

This application was before the Committee for determination as the property owner was Stevenage Borough Council and there had been more than 5 objections to the proposal.

The Chair invited Mr Bekir Polat, an objector, to address the Committee. Mr Polat informed Members that there was a high concentration of similar units in the areas. He reported that business for hot food takeaways was generally low due to the Covid-19 pandemic. Some of the businesses were already struggling financially before the pandemic.

The Assistant Director gave an introduction to the Committee. The main issues for consideration in the determination of this application are its acceptability in land use policy terms, design and visual impact on the surrounding area, impact upon neighbouring amenities and adequacy of car parking.

The Assistant Director advised that there were no plans for any external alterations to the premises, save for measures to introduce extraction equipment within or at the premises to deal with cooking odours. An assessment revealed that the proposed development would result in the reduction of the total number of units currently in A1 use from 17 to 16. It was noted that whilst the proposal would reduce the overall retail mix with the centre, it would still ensure that at least 50% of the units would be within the A1 use class.

In response to concerns relating to competition between similar units, the Assistant Director indicated that this was not a material planning consideration. Similarly, the type of use within use class A5 was not something that could be controlled by planning legislation. Members were informed that there was no evidence to suggest that anti-social behaviour would be worsened by allowing this additional take away establishment. The Assistant Director reported that planning application had been publicised by way of a site notice and letters to the occupiers of adjoining properties. It was clarified that developments below the 300 sq.m floor area threshold set out under Policy TC13 of the Adopted Local Plan were classed as "Main Town Centre Use".

Members were advised that should permission be granted a condition would need to be imposed requiring details of the extraction system to be submitted to the Council for approval. With regards to opening hours, it was considered that the recommended hours of operation would not harm the amenities of nearby residential properties and would reflect the similar opening hours afforded to similar surrounding businesses. The Assistant Director stated that there were a number of refuse bins in the Local Centre and additional bins would be provided in front of the proposed development.

In conclusion, the Assistant Director indicated that the proposed development would be acceptable in land use policy terms and any alterations to the appearance of the building by way of extraction could be controlled by the imposition of a condition. The development was located such that it would not harm the amenities of nearby residential properties. There was sufficient car parking serving the Local Centre to accommodate users of the premises and staff.

It was **RESOLVED** that Planning permission be GRANTED subject to the following conditions:-

1. The development hereby permitted shall be carried out in accordance with the following approved plans: Site location plan, proposed layout plan.
2. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.
3. Notwithstanding the details of the proposed extraction system which has been submitted with this application, prior to the commencement of the development hereby permitted, details of how the plant, ducting and extraction system are to be installed to the rear of the building shall be submitted to and approved in writing by the local planning authority. The approved system shall thereafter be installed in accordance with the approved details prior to the first use of the development and the extraction system shall be maintained in accordance with the manufacturer's specification.
4. The use of the premises for the purposes hereby permitted shall operate only between the hours of 11.00 and 23.00 Mondays to Thursdays, Sundays and Bank Holidays and 11.00 to midnight Fridays and Saturdays and at no other time.

Informative

1. Community Infrastructure Levy

Stevenage Borough Council adopted a Community Infrastructure Levy (CIL) Charging Schedule at Full Council on 27 January 2020 and started implementing CIL on 01 April 2020.

This application may be liable for CIL payments and you are advised to contact the CIL Team for clarification with regard to this. If your development is CIL liable, even if you are granted an exemption from the levy, please be advised that it is a requirement under Regulation 67 of The Community Infrastructure Levy Regulations 2010 (as amended) that CIL Form 6 (Commencement Notice) must be completed, returned and acknowledged by Stevenage Borough Council before building works start. Failure to do so will mean you risk losing the right to payment by instalments and a surcharge will be imposed. NB, please note that a Commencement Notice is not required for residential extensions if relief has been granted.

Stevenage's adopted CIL Charging Schedule and further details of CIL can be found on the Council's webpages at www.stevenage.gov.uk/CIL or by contacting the Council's CIL Team at CIL@Stevenage.gov.uk .

Pro-active statement

Planning permission has been granted for this proposal. The Council acted pro-actively through positive engagement with the applicant during the determination process which led to improvements to the scheme. The Council has therefore acted pro-actively in line with the requirements of the National Planning Policy Framework (paragraph 38) and in accordance with the Town and Country Planning (Development Management Procedure) (England) Order 2015.

5 INFORMATION REPORT - DELEGATED DECISIONS

The Committee noted the Delegated Decisions.

The Chair reminded Members that the Committee had a wide range of responsibilities including the monitoring and review of performance in relation to the provision and development of planning and development services and facilities. Members raised concerns regarding the cutting of valuable trees following change of land use from public amenity to private residential land. The Chair reported that the Committee would be analysing the trend of land use change. The Committee would consider working with the Environment and Economy Select Committee on the review of some planning issues.

6 INFORMATION REPORT - APPEALS/CALLED IN APPLICATIONS

Noted.

7 URGENT PART I BUSINESS

None.

8 EXCLUSION OF THE PRESS AND PUBLIC

Not required.

9 URGENT PART II BUSINESS

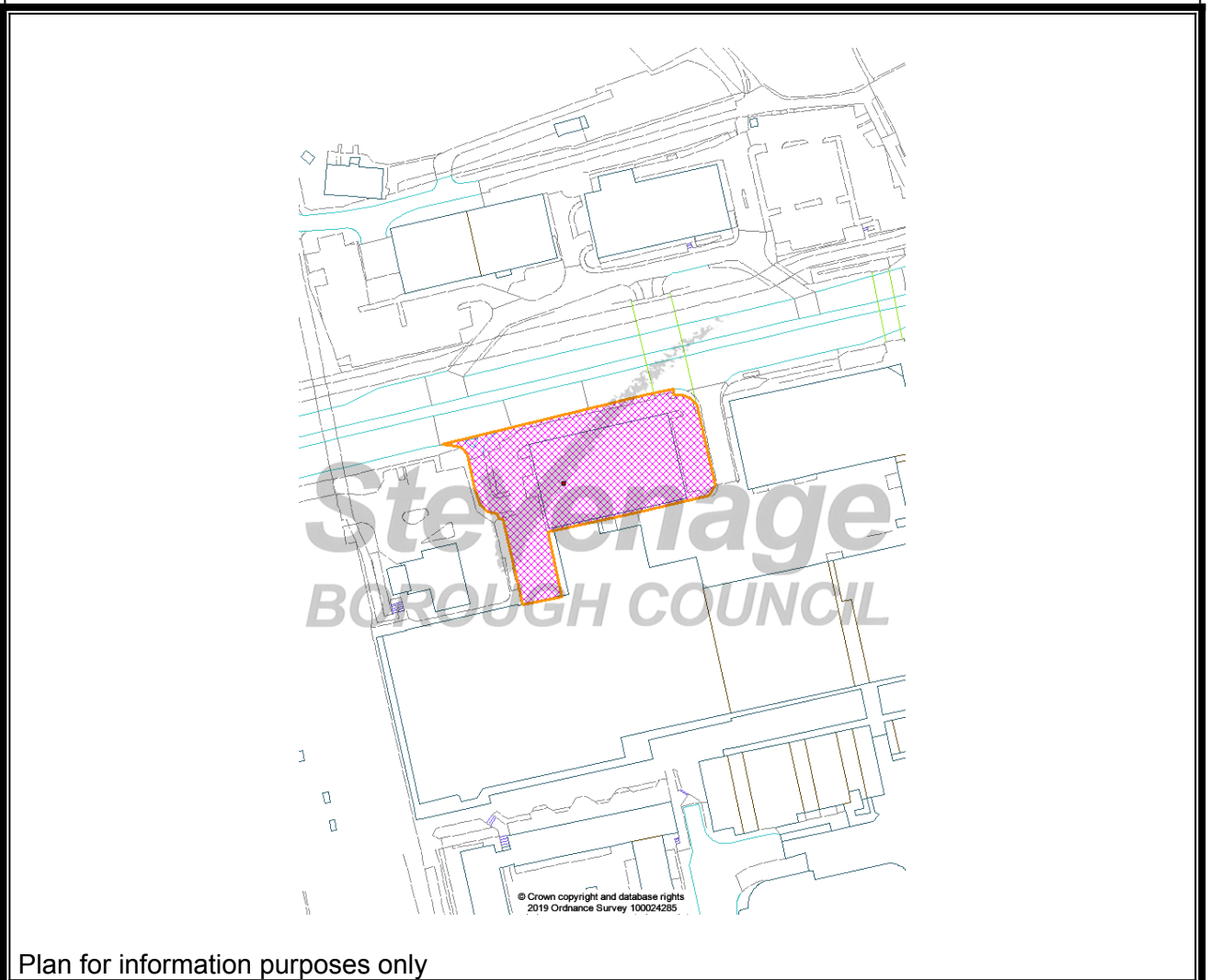
None.

CHAIR

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Meeting:	Planning and Development Committee	Agenda Item:
Date:	7 October 2020	
Author:	Ailsa Davis	01438 242747
Lead Officer:	Zayd Al-Jawad	01438 242257
Contact Officer:	Ailsa Davis	01438 242747

Application No:	20/00405/FPM
Location:	Unit 11 The Forum Centre, The Forum, Town Centre
Proposal:	Change of Use from 'Retail' (Use Class A1) to Wholesale Market (Sui Generis)
Drawing Nos.:	Site Location Plan; P01; P02; P03
Applicant:	Stevenage Borough Council
Date Valid:	23 July 2020
Recommendation:	GRANT PLANNING PERMISSION.



Plan for information purposes only

1. SITE DESCRIPTION

- 1.1 The application site comprises a 1624m² building, with a lawful use for retail (Class E / formerly Class A1). The site also has a customer car park located at the front with 65 designated spaces, which is accessed from Fairlands Way and a delivery and loading bay at the rear also accessed from Fairlands Way. The site is located on the northern edge of the town centre, within The Forum shopping area. It is bounded to the north by Fairlands Way and is adjoined to the south by Tesco superstore and its associated petrol station to the west. To the east, the site is adjoined by TK Maxx, which is also part of The Forum shopping area.
- 1.2 The application property is in good condition with walls of full height brickwork, with cladding details above and under an insulated profiled steel roof. Internally there is a single open space with some limited internal fittings comprising a toilet block, staff accommodation and small first floor office area. The main pedestrian entrance is at the west side of the building facing the car park. A single loading door at the dock level is located at the rear and is accessed from a separate shared yard.
- 1.3 Since the early 2000's the premises were occupied by Office Depot, formerly known as Staples (stationery suppliers) under the former Class A1 retail use. Office Depot fell into administration late 2018 with all of its stores closing by April 2019. The building has been unoccupied for over a year and the applicant has submitted evidence to demonstrate the premises have been actively marketed for retail use since June 2019.
- 1.4 The site is designated within the Local Plan as falling within the Town Centre, Town Centre Shopping Area and TC6 Northgate Major Opportunity Area.

2. RELEVANT PLANNING HISTORY

- 2.1 Full planning permission sought for 3 retail units and associated car parking (ref. 98/2/0427/98). Planning permission granted 23 August 1999.
- 2.2 Advertisement consent sought for signage in connection with the occupation of the unit by Staples (ref. 99/00309/AD). Advertisement consent granted on appeal 23 November 1999.
- 2.3 Advertisement consent sought for a free-standing double sided internally illuminated sign (ref. 01/00444/AD). Advertisement consent granted 5 November 2001.

3. THE CURRENT APPLICATION

- 3.1 Following 16 months of unsuccessful marketing, the current application seeks planning permission for the proposed change of use of the unit from retail to a wholesale market (*sui generis*). The application proposal does not involve any physical changes to the building and is seeking a change of use only. Should planning permission be granted for the change of use, it is anticipated an application for the associated signage will be submitted in due course.
- 3.2 The proposed wholesale market will be run by Sema Food Ltd, who currently trade from a unit within an industrial estate in Tottenham, north London. The company are looking to relocate due to the business expanding and needing to operate from a more central location. The vacant unit subject to this planning application meets the company's needs. The business model of Seema Food Ltd can be summarised as follows.

- 3.3 The applicant has advised Seema Food Ltd have a similar business model to Costco, albeit with less customer footfall into the store itself. Many of the customers are business owners who pre-order grocery deliveries, much like a supermarket home delivery service, but for small businesses such as cafes, restaurants, takeaways and small independent grocery stores. Unlike Costco, walk in customers do not have the freedom of wondering around the warehouse. It is more of a 'click and collect' over the counter system for the small number of 'walk in' trade.
- 3.4 The types of products Seema Food Ltd sells are no different to that of a typical supermarket; however, it is packaged and supplied on a larger scale. For example, rice is sold in a minimum of 20kg bags. Branded drinks are sold in cases with a minimum of twenty four cans or six bottles, cooking oils start at 10litres and fresh vegetables are supplied by the case load.
- 3.5 In terms of parking and deliveries, the applicant has advised there are currently four delivery vans. The vans are no larger than the ones supermarkets use to make home deliveries. The vehicles are quite compact, as most of the deliveries are to businesses in town centres. During operational hours the vans are never parked, returning 'alternately' to be reloaded. On a usual day, loading happens once in the morning and again in the afternoon.
- 3.6 With regards to site parking, the only time the delivery vans are parked-up is after closing hours and will use a designated area to the rear of the building on the opposite side to the entrance. The vans are usually loaded and gone before the doors open to the 'walk in' customers. Stock is received two to three times a week and the existing loading bay will be used for both receiving and loading goods onto the vans.
- 3.7 This application comes before the Committee for determination as it is a Major application.

4. PUBLIC REPRESENTATIONS

- 4.1 This planning application has been publicised by way of a site notice and neighbour notification letter as well as a press notice in the local paper. One objection was received from the occupier of 61 Boston House, Park Place, Stevenage on the following grounds:

The Stevenage town/travel plans clearly state that the use of public transport, cycling or walking should be promoted. This wholesale facility will put extra pressure on the ring road around the town centre and promotes the use of heavy goods vehicles as when you visit a wholesale facility you will leave with a bulk amount of items you would not be able to carry walking or cycling or public transport. This facility would be better suited to an out of town industrial unit like that of Costco. The town centre is destined for residential accommodation and this will move the town in the wrong direction away from its vision of becoming a modern, forward thinking town centre.

5. CONSULTATIONS

5.1 Hertfordshire County Council as Highways Authority

- 5.2 Notice is given under article 18 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. The Highway Authority originally added a condition requiring the submission of a construction management plan; however this was retracted

when they were reminded that this application was seeking a change of use only with no demolition/rebuild proposed.

5.3 Lead Local Flood Authority

5.4 As no external changes are proposed to the existing building, therefore, no comment on the proposed change of use.

6. RELEVANT PLANNING POLICIES

6.1 Background to the development plan

6.1.1 Section 38(6) of the Planning and Compulsory Purchase Act 2004 provides that the decision on the planning application should be in accordance with the development plan unless material considerations indicate otherwise. For Stevenage the statutory development plan comprises:

- The Stevenage Borough Council Local Plan 2011-2031
- Hertfordshire Waste Development Framework 2012 and Hertfordshire Waste Site Allocations Development Plan Document (adopted 2012 and 2014); and
- Hertfordshire Minerals Local Plan 2002 – 2016 (adopted 2007).

6.2 Central Government Advice

6.2.1 A revised National Planning Policy Framework (NPPF) was published in February 2019. This largely reordered the policy substance of the earlier 2012 version of the NPPF albeit with some revisions to policy. The Council are content that the policies in the Local Plan are in conformity with the revised NPPF and that the Local Plan should be considered up to date for the purpose of determining planning applications. The NPPF provides that proposals which accord with an up to date development plan should be approved without delay (para.11) and that where a planning application conflicts with an up to date development plan, permission should not usually be granted (para.12). This indicates the weight which should be given to an up to date development plan, reflecting the requirements of section 38(6) of the 2004 Act. The NPPF and the PPG, with which Members are fully familiar, are both material considerations to be taken into account in determining this application.

6.3 Adopted Local Plan

Policy SP1: Presumption in favour of sustainable development;
Policy SP2: Sustainable development in Stevenage;
Policy SP6: Sustainable transport;
Policy IT5: Parking and access;
Policy TC6: Northgate Major Opportunity Area
Policy TC8: Town Centre Shopping Area

6.4 Supplementary Planning Documents

Parking Provision Supplementary Planning Document January 2012.

6.5 Community Infrastructure Levy Charging Schedule

6.5.1 Stevenage Borough Council adopted a Community Infrastructure Levy Charging Schedule in 2020. This allows the Council to collect a levy to fund infrastructure projects based on the type, location and floorspace of a development.

7. APPRAISAL

7.1 The main issues for consideration in the determination of this application are its acceptability in land use policy terms, impact upon neighbouring amenities, parking provision and highway implications.

7.2 Land Use Policy Considerations

7.2.1 The application site is designated as falling within the Town Centre, Town Centre Shopping Area and Northgate Major Opportunity Area within Stevenage Local Plan 2011 – 2031 (2019). The site is not however part of a town centre Primary Frontage.

7.2.2 Policy TC6 Northgate Major Opportunity Area encourages the following uses within the area:

- a. High-density Use Class C3 residential units;
- b. New Use Class B1(a) office premises;
- c. New Use Class A1, A3 and A4 shop, bar, restaurant and cafe uses;
- d. Replacement Use Class A1 major foodstore;
- e. New multi-storey or basement car parking;
- f. Replacement cycle and pedestrian footbridge between Ditchmore Lane and Swingate; and
- g. Signature public spaces.

7.2.3 Policy TC8 Town Centre Shopping Area seeks to encourage use classes A1, A2, A3, A4, C1, D1 and/or D2 at ground floor level. Only A1 use is explicitly protected in the Local Plan under Policy HC2 'Local Shops'. However, this policy is aimed at freestanding shops and small parades outside of the neighbourhood centres identified within the Local Plan and is not relevant to the application site, which is covered by the Town Centre policies within the Plan. The current retail use of the application site is not therefore explicitly protected by the Local Plan.

7.2.4 It is important to note that from 1 September 2020, the Government introduced new legislation making significant changes to the planning use classes order. The Town and Country Planning (Use Classes) (Amendment) (England) Regulations 2020 are now relevant to the determination of this application. The new legislation combines all commercial, business and service uses into a new Use Class E. This includes retail. This allows premises greater flexibility to change their use under permitted development, without requiring planning permission.

7.2.5 However, the proposed wholesale market falls within the *sui generis* use class (a class of its own), meaning planning permission is still required to change the use from retail (Class E) to a wholesale market, as *sui generis* uses do not benefit from permitted development rights even under the new legislation. Notwithstanding this, the aim of the new legislation is to make it easier for businesses to secure premises more quickly and to boost the economy. The fact the application property has been vacant for 16 months; despite marketing is a material consideration.

7.2.6 It could also be considered that the business model of Sema Food Ltd is similar to that of a Warehouse Club (e.g. Costco), which is classed as a main town centre use within the NPPF Annex 2 Glossary. As such, it can be argued the NPPF allows for the provision of such a use within the town centre and the proposal is not in conflict with the NPPF.

- 7.2.7 The application is accompanied by evidence to demonstrate the efforts taken to market the unit from June 2019. The Chartered Surveyors overseeing the marketing have confirmed no firm offers were received from a Class A1/E retailer operator to take a new long term lease on the property. They concluded that the demand from multiple Class A1/E retailers for Stevenage Town Centre at the moment is extremely limited and there is no possibility of attracting a Class A1/E retailer to this property in the near future.
- 7.2.8 With regards to the objection from a neighbour concerned about heavy goods vehicles and a high volume of traffic accessing the site, the proposed business is different to Costco in that most of the trade is carried out via deliveries direct to small business customers and therefore there will not be a high volume of traffic accessing the site in order to carry bulky goods away. It has been confirmed by the applicant that the business currently has four delivery vans no larger than the ones supermarkets use to make home deliveries. On a usual day, loading happens once in the morning and again in the afternoon. It is considered the amount and frequency of delivery vehicles will not be materially different to the previous retail use and the number of customer vehicles visiting the car park will actually be less, due to the business model focussing on delivery rather than collection. As such, the proposed use is considered appropriate for this site.
- 7.2.9 With regards to the point about the use being incompatible with the future residential led regeneration of the town centre, it is acknowledged that the proposed wholesale market is inconsistent with the use classes encouraged under the Town Centre Policies set out above. However, its use as a wholesale market falls within the definition of main town centre uses within the NPPF Annex 2 Glossary. As such, the NPPF allows for the provision of such a use within the town centre and the proposal is not in conflict with it. Furthermore, the proposed use does not preclude other parts of the Northgate Major Opportunity Area from being redeveloped as per the objectives of Policy TC6. On this basis, it is considered the use is not incompatible with the future residential led regeneration of the town centre.
- 7.2.10 It can be concluded that from a land use perspective, whilst the proposed use as a wholesale market does not fall within the use classes encouraged under the Town Centre Policies TC6 and TC8 of the Local Plan, the proposal will bring a large vacant unit back into use, encourage customer footfall to the site and town centre and will create 15 new jobs. It is on this basis that the proposal is considered acceptable from a land use perspective, given the clear planning benefits brought about by bringing this unit back into use weighed against the poor demand for retail space making it unlikely it would be let to a Class E retailer in the near future.

7.3 Impact upon Neighbouring Amenity

- 7.3.1 The application site is located on the northern edge of the town centre and is bounded by Fairlands Way to the north and retail uses to the south, west and east. Notwithstanding the fact there is a current planning application on the former BHS Store site to the south at No. 7 The Forum (ref. 19/00647/FPM), which is for an 11 storey residential block, there are no residential dwellings in close proximity to the site at present. This, combined with the fact the proposed use of the premises as a wholesale market with a focus on customer deliveries, rather than collections means the use is unlikely to raise any amenity issues with the current neighbouring retail occupiers or any future residential properties within the vicinity of the site.

7.4 Parking Provision

- 7.4.1 Policy IT5 of the adopted Local Plan (2019) states that planning permission will be granted where proposals comply with the parking standards set out in the plan. The Council's Car Parking Standards SPD (2012) does not set out requirements for a wholesale market (use class *sui generis*). However, the existing customer car park provides 65 designated spaces which were sufficient for the unit in retail use. Given the proposed business model is focussed more towards deliveries rather than customer collection, it is anticipated the number of car trips to the site will be less than the previous use. On this basis it is concluded the existing 65 spaces will meet the needs of the business and will not result in any overspill on street parking.
- 7.4.2 In terms of cycle parking provision, there is no specific requirement for wholesale markets stated within the Parking Standards SPD (2012) and it is questionable whether small business customers would travel to the store by bike, given that the stock is only sold in bulk. However, there is an opportunity for employees to cycle to work and as such, a condition will be imposed requiring details of secure cycle parking to be provided prior to occupation.

7.5 Highway and Parking implications

- 7.5.1 Hertfordshire County Council as Highway Authority comments are summarised as follows:

Vehicle Access

- 7.5.2 The development has two existing vehicle accesses that are private access roads that are offset from the classified A115 Fairlands Way that is designated as a dual two-way Main Distributor Road subject to a speed limit restricted to 40mph. The existing accesses and egress are designed for industrial use and are of sufficient width and capacity to accommodate the traffic and turning manoeuvring of large vehicles generated by and serving the new facility. Within section 8 of the application form Pedestrian and Vehicle Access, Roads and Rights of Way, the applicant has implied that there is no new or altered vehicle access proposed to the existing vehicle accesses to or from the public highway to the property.

Highway Safety

- 7.5.3 Vehicle to vehicle inter-visibility from the existing egress. The existing accesses are based on an industrial design which offers a wide envelope of visibility that provides an acceptable level of vehicle to vehicle inter-visibility and complies with levels of visibility found in the Design Manual for Roads and Bridges. Sightlines at Junctions (Ref: Design Manual for Roads and Bridges Volume 6 (Road Geometry) Section 1 (Highway Link Design) Table 2. The vehicle to vehicle inter-visibility is acceptable along land within control of the applicant or highway authority.

Highway Impact

- 7.5.4 The highway network that surrounds the development carry a substantial amount of traffic, particularly in peak travelling periods, due to the insignificant difference in the traffic generated by the change of use the AM travelling peak or the PM travelling peak periods the highway network is not significantly constrained by the proposal.
- 7.5.5 The traffic generated by the new development would not have a significant impact on the town centre or adjacent highway network such as the existing accesses. As referred to above, the development due to the relative low trip generation as compared with the existing baseline traffic generation would not have a significant

change of impact on the adjacent highway network. The assessment of traffic data is considered to be robust as the majority of trips to the proposed change of use would be similar to the existing traffic already travelling on the surrounding network.

Parking / Servicing the Development

7.5.6 The level of parking provision would need to be compared with the LPA Supplementary Planning Document (SPD) on parking at new developments and any change in the parking spaces provided should be agreed with the LPA in conjunction with HCC.

7.5.7 Note: Paragraph 7.4.1 above discusses parking provision on the site in more detail.

Disabled parking provision

7.5.8 There is no mention of disabled parking on site, to ensure adequate exclusive provision is made for the needs of people with disabilities a minimum of two disabled parking spaces should be included within the parking provision with the parking bays being extending beyond the standard minimum with a 1.2m strip of additional width provided along either side creating a total minimum bay size of 3.6m x 6m this should be finished with the International Symbol for Access with the safety zone/aisle between the bays marked with hatchings, the spaces should be located within a short distance of the building entrance. Electric Charging infrastructure should be provided along with two disabled parking spaces.

7.5.9 Notwithstanding the above, there are 2 existing disabled parking spaces on site next to the store entrance; therefore the requirement for disabled parking has been met. Securing on site electric vehicle charging points are subject to a planning condition set out in Section 9 below.

Cycle parking

7.5.10 The provision of well-located, safe and secure cycle parking is a key factor in encouraging people to cycle as an alternative to using the private car. A number of cycle parking loops should be provided that would need to be compared with the LPA Supplementary Planning Document (SPD) on parking at new developments. The number of cycle spaces have not been indicated on the parking section (9) of the planning application, consequently this should be provided such as the 'Sheffield' style parking loops conveniently located within a short distance of the building entrance. A condition will be imposed requiring the provision of suitable cycle parking provision to serve the development site.

Manoeuvring of Service Vehicles

7.5.11 There is no additional waste collection for this particular area of development. Normal waste collection will be maintained as per the current arrangements.

7.5.12 The proposal is within the statutory building regulation distance of 45 metres to all parts of the building from the parking areas or internal access road. The geometrical layout of the existing access and egress would accommodate the swept path of large vehicles.

Accessibility

7.5.13 The development is within a controlled parking zone and the area is fully served by public transport, 300 metres from Stevenage Bus Station and 670 metres from Stevenage rail station. Pedestrian facilities and cycleways are conveniently located

for all modes of transport that has road links to London and the North, being situated just off the A1(M) motorway, junctions 7 and 8. The town centre is surrounded by four roundabouts on Stevenage's ring road. All roundabouts have subways underneath for pedestrians and cyclists; there are also numerous segregated cycleways that links the town centre with other residential areas around Stevenage.

Road Accident Data

7.5.14 To ascertain whether there are any pre-existing trends of collisions for the roads adjoining the collision data has been obtained from Hertfordshire County Council covering the last five years. There was one recorded slight personal injury accident that occurred on 22 August 22 2017 on the western access to the development from Fairlands Way.

Conclusion

7.5.15 HCC as Highway Authority considers the development to be in accordance with both the National and Local Policies. Therefore, the Highway Authority's formal recommendation is to grant approval.

7.6 Other Matters

Refuse and recycling

7.6.1 The existing arrangements for the storage and collection of waste and recycling as per the previous retail use will remain and therefore the proposal is acceptable in this regard.

Community Infrastructure Levy

7.6.2 As indicated above, the Council adopted CIL on 1 April 2020 and the CIL Charging Schedule specifies a payment for new floor space in line with the following rates (plus appropriate indexation):

Development Type	CIL Rate (£ per square meter)	
	Zone 1: Stevenage Central, Stevenage West Urban Extension and North of Stevenage Extension	Zone 2: Everywhere else
Residential		
Market housing	£40/m ²	£100/m ²
Sheltered housing	£100/m ²	
Extra care housing	£40/m ²	
Retail development	£60/m ²	
All other development	£0/m ²	

7.6.3 CIL is a non-negotiable charge. The exact charge will be determined by the Council's CIL officer after an application has been granted in accordance with the CIL Charging Schedule and the Community Infrastructure Levy Regulations 2010 (as amended). Opportunities for relief or exemption from the CIL charge exist and will be taken into account in the calculation of the final CIL charge.

7.6.4 CIL replaces the need for S106 agreements to specify financial and/or land contributions for non-site-specific infrastructure projects. This allows infrastructure to

be planned on a borough-wide scale rather than on a site-by-site basis as mitigation against the impacts of individual proposals. A CIL Form 1: Additional Information has been submitted with the application. This proposal would not be CIL liable.

8. CONCLUSIONS

- 8.1 In summary, whilst the proposed use as a wholesale market does not fall within the use classes encouraged under the Town Centre Policies TC6 and TC8 of the Local Plan, the proposal will bring a large vacant unit back into use, encourage customer footfall to the site and town centre and will create 15 new jobs. It is on this basis that the proposal is considered acceptable from a land use perspective, given the clear planning benefits brought about by bringing this unit back into use weighed against the current poor demand for retail space in the town centre, making it unlikely the unit would be let to a Class E retailer in the near future.
- 8.2 It is also concluded that the business model of Sema Food Ltd is similar to that of a Warehouse Club (e.g. Costco), which is classed as a main town centre use within the NPPF Annex 2 Glossary. As such, the NPPF allows for the provision of such a use within the town centre and the proposal is not in conflict with it.
- 8.3 The Highway Authority has raised no objection to the proposed use of the site as a wholesale market. It is concluded therefore that the use of the site as a wholesale market will not cause harm to the amenity of neighbouring occupiers or any other harm that would justify a refusal of planning permission.
- 8.4 As such, the proposed development is in accordance with the Policies specified in the adopted Local Plan (2019), the Council's Design Guide SPD (2009), the Council's Car Parking Standards SPD (2012), the NPPF (2019) and PPG (2014).

9. RECOMMENDATIONS

- 9.1 That planning permission be GRANTED subject to the following conditions:-
- 1 The development hereby permitted shall be carried out in accordance with the following approved plans:
Site Location Plan; P01; P02; P03
REASON:- For the avoidance of doubt and in the interests of proper planning.
- 2 The development hereby permitted shall be begun before the expiration of three years from the date of this permission.
REASON:- To comply with the requirements of Section 91 of the Town and Country Planning Act 1990 (as amended by Section 51 of the Planning and Compulsory Purchase Act 2004).
- 3 The building works required to implement this permission shall be carried out only between the following times:
0730 to 1800 Mondays to Fridays
0830 to 1300 Saturdays
And not at all on Sundays and Bank Holidays.
- The hours specified relate to activities which are audible at the site boundary.

REASON:- To satisfactorily protect the residential amenities of nearby occupiers and the operation of adjoining businesses.

4. Unless otherwise agreed in writing by the Local Planning Authority, the use of the premises for the purposes hereby permitted shall operate only between the hours of 06:00; and 17:00; Mondays to Saturdays and 10:00; to 16:00; on Sundays, Public or Bank Holidays.

REASON:- To protect the amenity of the occupiers of adjoining properties.

5. Stock replenishment deliveries shall not take place other than between the hours of 07:00; hours and 17:00; hours Mondays to Saturdays nor at any time on Sundays, Public or Bank Holidays.

REASON:- To safeguard the amenities of the occupiers of neighbouring properties.

6. Prior to the first occupation of the development hereby permitted, details of secure cycle parking provision shall be submitted to and approved in writing by the Local Planning Authority. The secure cycle parking facility shall thereafter be implemented in accordance with the approved details.

REASON:- To ensure there is sufficient secure cycle parking provision in order to encourage a mode shift from the private car.

7. Prior to first occupation of the development hereby permitted, the details of the siting, type and specification (minimum fast charging) of the EVCPs, the energy sources and the strategy/management plan for supply and maintenance of the EVCPs shall be submitted to and approved in writing by the Local Planning Authority. All EVCPs shall be installed in accordance with the approved details prior to occupation of each of the units and permanently maintained and retained.

REASON:- To ensure construction of a satisfactory development and to promote sustainable development.

Informative

1. Community Infrastructure Levy

Stevenage Borough Council adopted a Community Infrastructure Levy (CIL) Charging Schedule at Full Council on 27 January 2020 and started implementing CIL on 01 April 2020.

This application may be liable for CIL payments and you are advised to contact the CIL Team for clarification with regard to this. If your development is CIL liable, even if you are granted an exemption from the levy, please be advised that it is a requirement under Regulation 67 of The Community Infrastructure Levy Regulations 2010 (as amended) that CIL Form 6 (Commencement Notice) must be completed, returned and acknowledged by Stevenage Borough Council before building works start. Failure to do so will mean you risk losing the right to payment by instalments and a surcharge will be imposed. NB, please note that a Commencement Notice is not required for residential extensions if relief has been granted.

Stevenage's adopted CIL Charging Schedule and further details of CIL can be found on the Council's webpages at www.stevenage.gov.uk/CIL or by contacting the Council's CIL Team at CIL@Stevenage.gov.uk.

Pro-active statement

1. Planning permission has been granted for this proposal. Discussion with the applicant to seek an acceptable solution was not necessary in this instance. The Council has therefore acted pro-actively in line with the requirements of the National Planning Policy Framework (paragraph 38) and in accordance with the Town and Country Planning (Development Management Procedure) (England) Order 2015.

10. BACKGROUND DOCUMENTS

1. The application file, forms, plans and supporting documents having the reference number relating to this item.
2. Stevenage Borough Council Supplementary Planning Documents – Parking Provision adopted January 2012 and Stevenage Design Guide adopted October 2009.
3. Stevenage Borough Local Plan 2011-2031 adopted 2019.
4. Hertfordshire County Council's Local Transport Plan 4 adopted May 2018.
5. Responses to consultations with statutory undertakers and other interested parties referred to in this report.
6. Central Government advice contained in the National Planning Policy Framework February 2019 and Planning Policy Guidance March 2014.

Meeting: Planning and Development Agenda Item:
Committee

Date: 7 October 2020

Author: Rebecca Elliott 01438 242836

Lead Officer: Zayd Al-Jawad 01438 242257

Contact Officer: Rebecca Elliott 01438 242836

Application No: 19/00647/FPM

Location: Former BHS Store, 7 The Forum, Stevenage

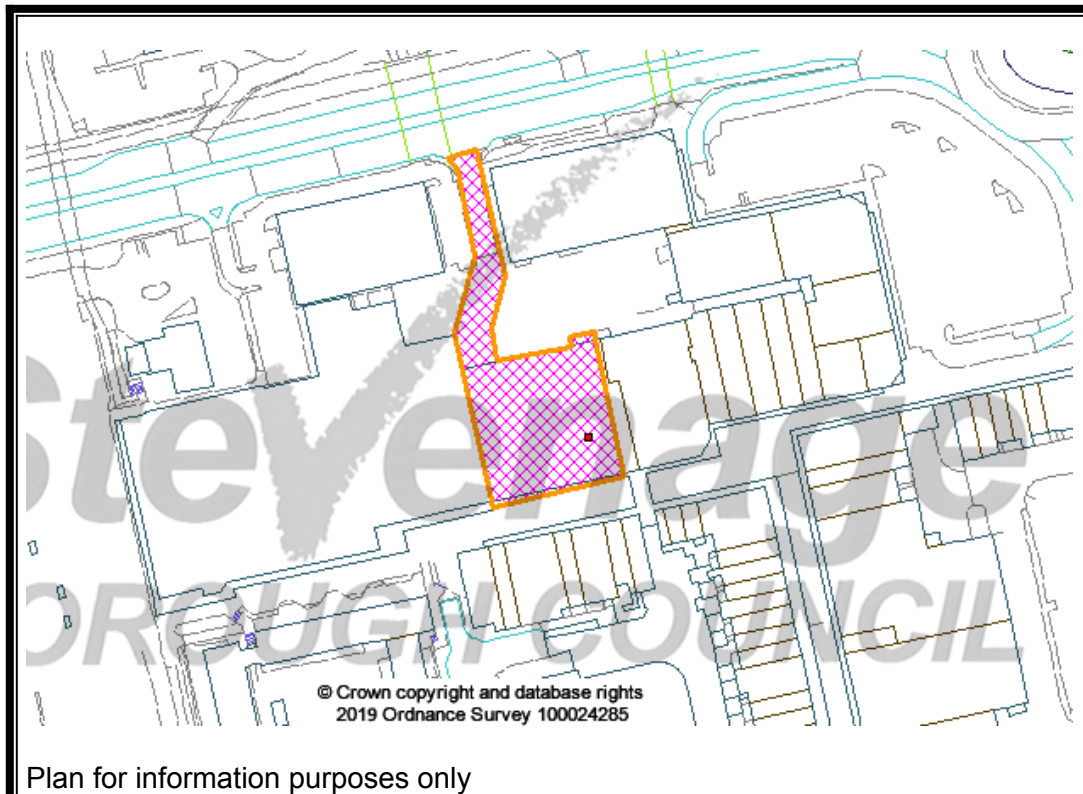
Proposal: Partial demolition and redevelopment of existing former BHS store to create 11 storey building comprising of 1no ground floor commercial unit, 129no. 1 bed, 120no. 2 bed and 1no. studio apartments with associated infrastructure including amenity space, car parking, bicycle storage, refuse storage and plant rooms.

Drawing Nos.: 2773 100 Rev M; 2773 500 Rev L; 2773 600 Rev L; 2773 601 Rev L; 2773 602 Rev L; 2773 603 Rev L; 2773 604 Rev L; 2773 700 Rev L; 2773 701 Rev L; 2773 702 Rev L; 2773 703 Rev L; 2773 704 Rev L; 2773 705 Rev L; 2773 800 Rev L; TFR 01

Applicant: Glide Investments Ltd

Date Valid: 12 November 2019

Recommendation: GRANT PLANNING PERMISSION



1. SITE DESCRIPTION

- 1.1 The application site is the former BHS store located within The Forum to the north of the town centre. Bounded to the south by The Forum which is a pedestrianised west to east connection. The northern boundary adjoins the service yard for the Forum and Fairlands Way beyond this. Tesco have a superstore adjoining the site to the west, with retail shops to the east and south, both external and internally accessed through the Westgate Shopping Centre. The Ibis hotel is located on the southern and opposite side of the Forum, measuring seven storeys high.
- 1.2 The site lies adjacent the Northgate Major Opportunity Area for the town centre and forms Primary retail frontage along the Forum. The three storey building is typical of its age with linear portrait concrete detailing on the elevations and a flat roof. The ground floor is curtained with glazing providing the main frontage for the former BHS store with multiple openings along the frontage. Service access is to the rear and within a shared service yard and accessed off Fairlands Way.

2. RELEVANT PLANNING HISTORY

- 2.1 None relevant

3. THE CURRENT APPLICATION

- 3.1 The current application seeks planning permission for the partial demolition and construction of an eleven storey building providing A1 Retail at ground floor and 250no. flats consisting of 120no. two bedroom, 129no. one bedroom and 1no. studio flat. The application includes associated access, parking, landscaped podium and other related matters.
- 3.2 The application comes before the Planning and Development Committee as this application is classed as Major development.

3. PUBLIC REPRESENTATIONS

- 4.1 The application has been publicised by neighbour letters, the posting of two site notices – one on the western end of The Forum and one on the eastern end of the building and The Forum, and an advertisement has been placed in the local newspaper. Five third party observations have been received, two supporting and three objecting. The supporting contributors did not expand on their reasons to support. The objections raised in summary (copies of all comments are available in full on the Council's website) are –
- Possible short term rentals such as AirBnB and associated anti-social behaviour such as stolen parcels/post, stolen bikes/prams, entrance doors left open for the general public to gain access, homeless access;
 - Commercial use – possible late night uses such as bars/cubs;
 - Noise assessment carried out during September. July/August would be preferable to take account of longer days and lower flying aircraft;
 - Trains – capacities high as Stevenage is no longer a start station, are additional trains to be provided?;
 - 11 storeys not desirable, an eyesore, will limit daylight/sunlight to public areas;
 - The town does not need more high rise flats;
 - No affordable housing provision;
 - Insufficient parking;
 - Infrastructure can't cope, doctors, schools and roads already congested.

4. CONSULTATIONS

5.1 Police Crime Prevention Officer (PCPO)

5.1.1 It would appear that the proposal may not be completed in accordance with 'Secured by Design'. The Police Crime Prevention Design Service whilst disappointed with this decision and not looking to object to the application, are not in a position to fully support the application.

5.2 Hertfordshire County Council Public Health

5.2.1 In terms of the development design scheme and proposed layout there are some points for consideration below.

- Encourage early adoption of active travel behaviours;
- Affordable housing provision;
- Noise mitigation to tackle impact on night-time noise and mental health;
- Encourage use of stairwells instead of lifts;
- Outdoor play;
- Overshadowing of proposed amenity area;
- Parking provision and enforcement of displacement in restricted areas;
- Electric Vehicle charging points.

5.3 Hertfordshire County Council Highways

5.3.1 The County Council as Highway Authority consider the development to be in accordance with National and Local policies. Therefore, the Highway Authority's formal recommendation is that there are no objections to the development proposal subject to the recommended conditions and highway informatives.

5.4 Lead Local Flood Authority

5.4.1 Following numerous negotiations the LLFA have reviewed the latest information submitted in support of the application and recommend that conditions be imposed should planning permission be granted. It is proposed the building will remain, therefore there will not be an increase in the impermeable area of the site. It is proposed to continue to discharge via gravity and outfall via the existing drainage systems on site. A green/blue roof is proposed in order to reduce run-off rates and provide biodiversity benefits. The service yard and access road immediately north of the site are within the submitted red line however are stated to be outside of the site's ownership boundary in the FRA.

5.5 Environmental Health

5.5.1 Following submission of a revised Noise Impact Assessment (NIA) the findings have shown that noise levels to the northern elevation of the northern block could be unacceptable during night time hours. The NIA proposes mitigation measures that should be controlled by condition, including mechanical ventilation and acoustic screening. Officers advise the imposition of conditions on any grant of permission to overcome the concerns raised.

5.6 Hertfordshire County Council Waste and Minerals

5.6.1 A Site Waste Management Plan (SWMP) should be provided up front or as required by condition to collate information on and set out management strategies for waste arising during demolition and construction so that building materials from recycled and secondary sources can be used within the development. The total volumes of waste during enabling works (demolition) and construction works should also be summarised.

5.7 Hertfordshire County Council Growth and Infrastructure

5.7.1 Following an assessment of the proposed development for 250 units HCC have requested a financial contribution towards the proposed town centre primary school at a figure of £417,683.

5.8 Affinity Water

5.8.1 The proposed development site is located close near an Environment Agency defined groundwater Source Protection Zone (SPZ) corresponding to Broomin Green pumping station. This is a public water supply, comprising a number of Chalk abstraction boreholes operated by Affinity Water Ltd.

5.8.2 We object to this application because we are concerned that it has the potential to impact adversely the public water supply. If you are minded to approve the application, it is essential that appropriate conditions are imposed to protect the public water supply, which would need to address the following points –

1. British Research Standards and Best Management Practices;
2. Ground investigation;
3. Turbidity;
4. Contaminated land;
5. Infiltration;
6. Drainage.

5.9 Thames Water

5.9.1 With regard to surface water drainage, if the developer follows the sequential approach we would not raise an objection. Where the developer proposes to discharge to a public sewer, prior approval from Thames water will be needed. With regard to foul water sewerage network infrastructure capacity we would not have an objection to the application based on the information submitted.

5.10 Parks and Amenities

5.10.1 Given the proposed private and contained nature of the amenity spaces, Stevenage Direct Services (SDS) would not look to adopt the maintenance of the landscaping. The design of the proposed landscaped amenity spaces must show consideration with regards to the challenges of the location, and given the limited amount of 'greening' provided in the proposals, the developer must like to consider opportunities for vertical planting and green roofing. The proposed height of the development may provide opportunity to include suitable features in the design for supporting wildlife. This could include options for swift and/or peregrine nest boxes.

5.11 Sport England

5.11.1 The proposed development does not fall within either our statutory remit or non-statutory remit; therefore Sport England has not provided a detailed response in this case.

5.12 NHS England and East and North Herts NHS CCG

5.12.1 Both NHS parties have been consulted on the application but no responses have been received and thus no funding for NHS services in particular GP surgeries have been requested.

5.13 SBC Traffic and Parking Enforcement Manager

5.13.1 In respect of the traffic and parking implications of the development questions are raised as to whether cycle access should be provided to the rear service yard to encourage more users,

and due to the lobby exiting on to a cycling restricted area of the town centre; is separate cycle parking for the retail element to be provided; and is meeting the cycling standards sufficient given the town centre location? Furthermore, the provision should allow for non-standard bikes such as recumbents, cargo cycles and tricycles.

- 5.13.2 Given the low level of residential parking provision proposed, a financial contribution should be sought towards the costs of providing a car club in the locality to help residents who may need the occasional use of a vehicle to transition from full-time car ownership. All car parking spaces provided should be equipped with e-car charging facilities.

6. RELEVANT PLANNING POLICIES

- 6.1.1 Section 38(6) of the Planning and Compulsory Purchase Act 2004 provides that the decision on the planning application should be in accordance with the development plan unless material considerations indicate otherwise. For Stevenage the statutory development plan comprises:

- The Stevenage Borough Council Local Plan 2011-2031
- Hertfordshire Waste Development Framework 2012 and Hertfordshire Waste Site Allocations Development Plan Document (adopted 2012 and 2014); and
- Hertfordshire Minerals Local Plan 2002 – 2016 (adopted 2007).

6.2 Central Government Advice

- 6.2.1 A revised National Planning Policy Framework (NPPF) was published in February 2019. This largely reordered the policy substance of the earlier 2012 version of the NPPF albeit with some revisions to policy. The Council are content that the policies in the Local Plan are in conformity with the revised NPPF and that the Local Plan should be considered up to date for the purpose of determining planning applications. The NPPF provides that proposals which accord with an up to date development plan should be approved without delay (para.11) and that where a planning application conflicts with an up to date development plan, permission should not usually be granted (para.12). This indicates the weight which should be given to an up to date development plan, reflecting the requirements of section 38(6) of the 2004 Act. The NPPF and the PPG, with which Members are fully familiar, are both material considerations to be taken into account in determining this application.

6.3 Planning Practice Guidance

- 6.3.1 National Design Guide (2019).

6.4 Stevenage Borough Local Plan 2011-2031 (Adopted 2019)

- SP1 Presumption in Favour of Sustainable Development
- SP2 Sustainable Development in Stevenage
- SP4 A vital town centre
- SP5 Infrastructure
- SP6 Sustainable Transport
- SP7 High Quality Homes
- SP8 Good Design
- SP11 Climate Change, Flooding and Pollution
- TC1 Town Centre
- TC6 Northgate Major Opportunity Area
- TC8 Town Centre Shopping Area
- IT4 Transport Assessments and Travel Plans
- IT5 Parking and Access
- HO5 Windfall Sites

- HO7 Affordable Housing Targets
- HO8 Affordable Housing Tenure, Mix and Density
- HO9 House Types and Sizes
- HO11 Accessible and Adaptable Housing
- GD1 High Quality Design
- FP1 Climate Change
- FP2 Flood risk in Flood Zone 1
- FP5 Contaminated Land
- FP7 Pollution
- FP8 Pollution Sensitive Uses
- NH7 Open Space Standards

6.5 Supplementary Planning Documents

Parking Provision Supplementary Planning Document January 2012.
 Stevenage Design Guide Supplementary Planning Document January 2009.

6.6 Community Infrastructure Levy Charging Schedule

- 6.6.1 Stevenage Borough Council adopted a Community Infrastructure Levy Charging Schedule in 2020. This allows the Council to collect a levy to fund infrastructure projects based on the type, location and floorspace of a development.

7 APPRAISAL

- 7.1 The main issues for consideration are the acceptability in land use policy terms, affordable housing and S106, design and layout, impact on the character and visual amenity of the area, impact on neighbour amenity, impact on amenity of occupiers, highways implications, parking provision, and other matters including waste, drainage and climate change.

7.2 Acceptability in Land Use Policy Terms

- 7.2.1 The NPPF states at paragraph 7 that the purpose of the planning system is to contribute to the achievement of sustainable development. The NPPF also stipulates that decisions should play an active role in guiding development towards sustainable solutions, but in doing so should take local circumstances into account, to reflect the character, needs and opportunities of each area. In addition, the Framework also sets out that sustainable development needs to be pursued in a positive way and at the heart of the framework is a "presumption in favour of sustainable development".
- 7.2.2 The existing building was formerly occupied by the company British Home Stores (BHS) until 2016 when the company collapsed and all stores were closed by August of 2016. The store has sat empty since. The application has been submitted with a Retail Impact Assessment (RIA) to support the reduction in overall A1 retail floorspace, given the existing gross floor area of the store. The RIA goes in to detail the collapse of BHS and as a comparison the collapse of Woolworths in 2008. The comparison details the uptake in store occupancy following each collapse. Looking at a three year window only 42% of BHS stores were occupied by 2019, whilst following the collapse of Woolworths 60% of its estate was occupied within two years, and 85% by four years. The biggest uptake was by medium-sized businesses such as Poundland.
- 7.2.3 The biggest difference identified between the two situations is the now, lack of medium sized businesses and retailers to fill such stores. Most of the viable retailers already have sites in Stevenage, including Primark, Next, Wilkos and Poundland. The uptake is therefore much slower. Added to this is the nationwide decline of the high street retail sector, with Stevenage highlighted as having excess retail floorspace.

- 7.2.4 The proposal would therefore, see a reduction in retail floorspace of 6480 square metres with a 520 square metre unit proposed. However, it is noted that some of the existing floorspace would consist of staff only areas not accessible to members of the public. Paragraph 85 of the NPPF 2019 states that decisions should support the role of the town centre by taking a positive approach to their growth, management and adaptation.
- 7.2.5 The evidence provided in the RIA is supported by the need to adapt the town centre, even more so given today's retail climate and economic downturns. The proposal would still provide some A1 retail space at a size more appropriate for the market, with no large retail brands coming forward since the site's closure in 2016. This is further supported by the closure of M&S and the erection of Debenhams purpose built flagship store on the Roaring Meg retail park.
- 7.2.6 Paragraph 85 continues by stating that LPA's should recognise that residential development can play an important role in ensuring the vitality of centres and that residential development should be encouraged on the appropriate sites. The erection of ten storeys equalling 250 residential units above the retained ground floor introduces residential to this northern end of the town centre, with nearby residential development located at the Queensway development to the south east being undertaken by Reef Estates.
- 7.2.7 Located due east of and adjoining the Policy TC6 Northgate Major Opportunity Area, the high rise residential and retained retail uses are in accordance with the vision for this part of the town centre. This is because this policy seeks the delivery of high-density Class C3 residential units.
- 7.2.8 Looking more closely at the residential element, Paragraph 61 of the NPPF 2019 requires that the planning system should deliver, inter alia, a mix of housing particularly in terms of tenure and price to support a wide variety of households in all areas. Paragraph 68 of the NPPF sets out that small and medium sites can make an important contribution to meeting housing requirements in an area, and this includes supporting the development of windfall sites.
- 7.2.9 Paragraph 67 of the NPPF (2019) states that planning policies should identify a supply of specific deliverable sites for years one to five of the plan period, and specific deliverable sites or broad locations for growth, for years 6 to 10 and where possible, for years 11 to 15. Paragraph 73 of the same document states that "Local Planning Authorities should identify and update annually a supply of specific deliverable sites sufficient to provide a minimum of five years' worth of housing against their housing requirement set out in adopted strategic policies".
- 7.2.10 Paragraph 117 of the NPPF stipulates that planning policies and decisions should promote the effective use of land in meeting the need for homes such as through the use of brownfield sites (previously developed land) and the development of underutilised land.
- 7.2.11 Turning to the adopted Local Plan (2019), as the site is not designated for residential development it would be classed as a windfall site. Taking this into consideration, Policy SP7 (High quality homes) states that the Council needs to provide 7600 new homes over the local plan period of which 1,950 homes would be provided through windfall sites. Turning to the specific policy on windfall development sites, (Policy HO5 of the Local Plan), this outlines a set of criteria that must be met for a development to be considered acceptable. These criteria state that permission will be granted where: the site is on previously developed land or is a small, underused urban site; there is good access to local facilities; there will be no detrimental impact on the environment and the surrounding properties; proposals will not prejudice the Council's ability to deliver residential development on allocated sites; and, the proposed development would not overburden existing infrastructure.

- 7.2.12 The proposal consists of the creation of 250 flats, a mixture of one and two bedrooms. The site is tightly confined by neighbouring properties with the building footprint forming the red line. The land is, therefore, considered to be previously developed and an underused site for the purposes of policy HO5. Furthermore, the proposal does not see the loss of public amenity space, and is in a good sustainable location being in close proximity to the bus station, proposed new bus interchange, train station and cycle network.
- 7.2.13 With respect to the five year land supply of deliverable housing, local planning authorities should identify and update annually a supply of specific deliverable sites sufficient to provide five years' worth of housing against their housing requirements, but the supply of specific deliverable sites should in addition include a buffer (moved forward from later in the plan period) of:-
- a) 5% to ensure choice and competition in the market; or
 - b) 10% where the local planning authority wishes to demonstrate a five year supply of deliverable sites through an annual position statement or recently adopted plan, to account for any fluctuations in the market during that year; or
 - c) 20% where there has been significant under delivery of housing over the previous three years, to improve the prospect of achieving the planned supply.
- 7.2.14 The most up to date housing supply figures indicate that the Council is able to meet its requirements to provide a 5 year land supply as defined in the adopted Local Plan. The fact that the Council can meet its 5 year land supply of housing is thus a material consideration in the assessment of this application. However, as set out above, as the application site is considered to be a 'windfall' site, it will help to meet the Council's overall housing need over the local plan period in this instance.
- 7.2.15 In respect to Policy HO9 (House types and sizes) of the Adopted Local Plan (2019), as the proposed development seeks to deliver a mixture of one and two bedroom flat units, it would be in accordance with this policy as it would add to the overall mix of housing which is required to meet the objectively assessed need over the local plan period.
- 7.2.16 The impact of the proposal on the local environment and surrounding properties, and local infrastructure will be addressed later in this report. Based on the above it is concluded that the proposal is acceptable in land use policy terms.

7.3 Affordable Housing Provision and S106 Contributions

- 7.3.1 Policy HO7 of the adopted Local Plan (2019) stipulates that planning permission would be granted for residential development which would maximise affordable housing provision. Taking this into consideration, there is a requirement to provide 25% of new homes to be affordable on previously developed sites. In this regard, there would be a requirement to provide 76 affordable units.
- 7.3.2 Turning to affordable housing tenure, mix and design, Policy HO8 states that planning permission would be granted where those dwellings:
- a. Are provided by the developer on site with at least 70% of the units being for rent and the remainder consisting of other tenures which is to be agreed with the Council's Housing team;
 - b. Meets the requirements of Policy HO9 (House types and sizes);
 - c. Are physically indistinguishable from other types of homes and are distributed across the site to avoid over-concentration in particular; and
 - d. Will remain at an affordable price for future eligible households.

- 7.3.3 In addition to the above, paragraph 64 of the NPPF (2019) stipulates that for major developments involving the provision for housing, planning decisions should expect at least 10% of the homes to be made available for affordable home ownership (this includes shared ownership, equity loans, other low cost homes which are 20% below local market value and rent to buy). However, the aforementioned 10% requirement is part of the overall affordable housing contribution for the site.
- 7.3.4 The application does not propose to provide any affordable housing (AH) and this has been supported by the submission of a Viability Report. The Viability Report states that the scheme would be 'borderline unviable' as a fully private development, with a 13.84% profit where it provides zero affordable housing and zero financial contributions through CIL or S106.
- 7.3.5 The Viability Report has been independently assessed on behalf of the Council. The assessment has found that the development would be viable with a profit of 16.3% whilst also providing 15% affordable units, 29no. affordable rent and 12no. intermediate units. The applicant has provided argument for an in-lieu financial contribution being paid as opposed to on-site AH provision. The Council's policies allow for this and in this case an in-lieu contribution is considered acceptable. Using the conclusions of the Viability Assessment by Aspinal Verdi (the Council's appointed advisors), the 100% private scheme calculated a surplus of £2,610,383, which would cover the cost of the 15% provision advised in the Viability Assessment only.
- 7.3.6 Following the Council's adoption of CIL, the proposal would be CIL liable with an estimated cost of £739,000. Furthermore, because the site is a town centre location it would be required to provide financial contributions (in addition to CIL) towards the proposed town centre primary school as part of the wider town centre regeneration. Hertfordshire County Council as the local education authority have assessed the proposal and advised that with a revised pupil yield the scheme would be liable for £417,683 towards the new primary school.
- 7.3.7 In addition, given the sustainable location of the development and the reliance of the development on entering in to a Travel Plan, the local highways authority have sought £6,000 for the monitoring of the TP, along with £138,823 towards Package 1 works including connecting new development in north Stevenage to the town centre and Gunnels Wood employment area; improvements to Stevenage rail station including improved cycle parking facilities and a new bus station; north-south high quality bus corridors.
- 7.3.8 In considering the tests for Regulation 122 of the CIL Regulations 2010 the Local Planning Authority do not consider the financial sums requested by the local highway authority to meet all the tests. The site is clearly in a very sustainable location as the highways officer has noted in their comments, and with established pedestrian and cycle networks in close proximity of the development it is not considered the proposed financial requirements are reasonable. The Local Highway Authority can bid for monies provided as part of the CIL pot to cover the requested highway works.
- 7.3.9 The payment of the CIL requirement has been considered as part of the viability and can be fulfilled up to a cost of £739,240 as assessed in the Viability Assessment. As a result the LPA have negotiated that the £2.6 million surplus be used to cover the Town Centre Primary School requirement, Travel Plan monitoring cost, and then a financial contribution for AH to the remaining value of the surplus monies. This would equate to approximately 34 units at 13.6% of affordable housing. The applicant has agreed the findings of the Viability Assessment by Aspinal Verdi and as such has agreed to the financial obligations as set out above, to be agreed through the signing of a S106 Agreement.
- 7.3.10 HCC Growth and Infrastructure team advised on the Primary School requirement, but also advised that the flats should look to install a water sprinkler system. Given the tragic

circumstances with Grenfell this provision can be suitably included as a requirement of the S106.

7.4 Design and Layout

- 7.4.1 The proposed development would see the demolition of the upper two floors of the existing BHS store, retaining the ground floor only. Above this it is proposed to build ten storey's comprising of two blocks, north and south, with an inter-connecting wing. At first floor level above the retail and services area would be a platform forming an outside amenity area with landscaping. The outer elevations would be screened by a grid framework consisting of six linear portrait sections of staggered height up to the eighth floor. Floors nine and ten would not be covered by the grid and would be recessed, stepped back from the main elevation.
- 7.4.2 The fenestration would include full height glazing on each floor with balconies provided on the outer elevations of each block. At ground floor the retail frontage and residential lobby frontage would be fully glazed with a contemporary feel and in-keeping with ground floor town centre shop fronts. The palette of materials includes Portland Stone colour fibreboard for the grid work and side elevation up to floor 8; light grey fibreboard on the elevations on floors nine and ten; textured grey fibreboard to add detailing to each elevation; aluminium glazing as the predominant fenestration material; structural glazing on the ground floor frontage Opaque glazing is proposed on the elevations at the bottom of each glazing panel and to service areas; expanded metal on the rear elevation to the service and parking areas; and gold balcony balustrade on the outer southern and northern elevations and internal corner units for the balconies. A condition would be imposed seeking full details / samples of the proposed materials to ensure they are Building Regs compatible in particular in respect of fire resistance.
- 7.4.3 At ground floor level the development would retain 520 square metres of retail floor space, with associated internal bin storage, cycle parking and WC facilities. The retail element would be positioned towards the western side of the frontage facing The Forum, with a smaller area of the front ground floor elevation providing access to a lobby for residents. Towards the rear of the ground floor is a small parking area for 15no. vehicles, with access for delivery vehicles and motorcycle parking. Separate cycle parking is provided in a room to the east of the ground floor and would provide 274 normal bike spaces (137 double stacked), 4 smaller spots (for e.g. e-scooters) and 6 larger non-standard bike spaces (for e.g. trikes, cargo bikes, recumbents). A plant room is located centrally with bin storage in the north eastern corner with lift access from the rear service yard. Residential access is via stairwells on the western side of the building, front and rear, and lift and stair access from the main lobby.
- 7.4.4 Each residential floor consists of 25 flats, 12 two bed and 13 one bed, except for the first floor which has a studio flat sited in the link block and 12 one bed flats. The two bedroom units are located on the outer elevations facing south overlooking The Forum on the southern block and facing north over Fairlands Way on the northern block. The one bedroom units would face inwards towards the opposite respective block, with some corner units and a single unit on each floor of the link block.
- 7.4.5 The layout and unit numbers have been amended following negotiations to reduce the total number of flats from 277 to 250. This followed concerns over habitable living conditions for the corner units in respect of outlook and light levels. This is discussed further in section 7.7. The revisions have addressed the concerns and would result in an acceptable layout and unit displacement over each floor.

7.5 Impact on the Character and Appearance of the Area

- 7.5.1 The design and materials promote a modern development, with some design elements reflecting the Park Place development, where they have been deemed to enhance the character and appearance of the area. In considering the existing BHS building which is a

typical dark grey concrete block of its time, the proposal is considered to be an enhancement on the existing street scene.

- 7.5.2 The additional height created would be approximately 16.7m, with the existing three storey building measuring 18.7m at its highest. Overall, the proposed development would measure 35.4m in height. Due to the openness of the town centre from the north, Fairlands Way and the King George recreation ground beyond, the proposal will have an impact on the character and appearance of the area and town centre skyline. However, it is noted that the Local Plan has various areas of major opportunity (MOA) set out for the wider town centre regeneration. Most of these involve high rise buildings, particularly for residential use. In particular Policy HO6 for the Northgate MOA sits immediately adjacent the site and includes the existing Tesco superstore and its car park, the IBIS hotel and surrounding properties and existing Skyline and Brickdale House flats. The policy states that this area should seek to provide high rise residential units. Whilst the BHS site is outside this policy allocation, the provision of high rise development is acceptable in principle. The design and scale is considered acceptable in comparison to the current and neighbouring concrete buildings, and new developments on Queensway and at Park Place and its addition in to the landscape would not harm the character and appearance of the area.

7.6 Amenity of Neighbouring Properties

- 7.6.1 In assessing the impact of the proposal on the amenity of neighbouring properties, the nearest residential properties are located west to south west at Brickdale House and the Skyline development. These buildings are sited some 40m from the nearest corner of the site. This is considered sufficiently distant that the proposal would not adversely impact the occupiers of these flats. The orientation of the buildings and sun path are such that the development would not cause overshadowing or a reduction in light.
- 7.6.2 Due south of the site is the IBIS hotel which occupies the six floors above ground floor level with a variety of retail units and the hotel reception at ground floor level. The northerly facing elevation of the IBIS is approximately 15m from the front elevation of the proposed development. The Council's separation distances as stated in the Stevenage Design Guide are set out for back to back and back to side development, between both new and existing development and entirely new development. The situation here is quite different from a normal dwelling to dwelling relationship, as the facing IBIS building is a hotel and not a permanent residential unit. Additionally, the proposed southerly facing elevation is technically the front elevation which is not covered by the Design Guide.
- 7.6.3 Notwithstanding the above, in this case, the fact the nearby seven storey building is a hotel means that whilst people would be occupying the hotel rooms this would normally be for a temporary period and they would likely be spending a limited amount of time during the day, with a higher occupation rate at night,. Taking this into account and the fact this is a town centre location where the Council's aspirations are to create high rise living, a 15m distance is considered acceptable in this instance.
- 7.6.4 One objection raised by a resident in the Skyline development was the possible use of the commercial element for noise sensitive uses such as bars and clubs during night time hours. The application form submitted clearly states a retained A1 retail use and this could be conditioned. However, it is of note that as of 1st September 2020 it is the Government's plan to merge use class groups and this would place retail in the same Use Class E as existing A3 Restaurants. However, drinking establishments (previously Use Class A4) would now be classed as "Sui Generis" so such proposals would always require planning permission from the Council. Given the site is located in the town centre and it is the drive of the town centre regeneration to diversify the uses within the town and create areas which function after normal retail hours, such uses should not automatically be restricted. Whilst matters pertaining to noise and smells should be appropriate in respect of proximity to noise sensitive uses, these would be considered separately under the Environmental Health legislation.

7.7 Amenity of Future Occupiers

- 7.7.1 The adopted local plan outlines prescribed space standards for new dwellings, which are nationally prescribed standards, as set out in the Department for Communities and Local Government document 'Technical housing standards - nationally described space standards' 2015.
- 7.7.2 The minimum internal sizes of the proposed units have been annotated on the proposed floor plans. Each two bedroom unit would be 68 square metres, the one bedroom units would range from 39 to 50 square metres depending on their location within the building and the single studio unit would measure 33 square metres. The two bedroom units would be approximately 2 square metres under the required 70 square metres each. The one bedroom units would meet and exceed the standards, with the studio falling below by 4 square metres. The layout has already been amended following negotiations which have seen these sizes increase. Whilst they do not all meet the standards, the deficit is not considered sufficient to warrant a refusal in this case.
- 7.7.3 Room size standards for bedrooms are also considered in the technical standards, determining how many persons the unit can accommodate and also in terms of acceptable living environments. These standards state that a double bedroom should be 11.5 square metres minimum with a minimum width of 2.75m and that where a second (or more) bedroom(s) is proposed it should have a minimum of 7.5 square metres and width of 2.15m. A second double should be at least 2.55m wide with the same 11.5 square metres minimum floor space. The bedroom sizes as measured exceed the sizes stated above.
- 7.7.4 The Stevenage Design Guide recommends that where possible external amenity space should be provided. The proposal includes a podium area above the ground floor creating two external communal garden areas for residents. Concern was raised that because of the building's orientation and height that a lack of sunlight may restrict the use of the areas. An amended landscaping plan has been submitted showing a more acceptable proposal for these areas. The total area would measure 466 square metres. The Council's guidance suggests 10 square metres per unit which would be 250 square metres, with the proposal clearly exceeding this. In addition some units have terraces or balconies and given the town centre location there are large areas of public open space in close proximity such as King George Playing Fields and the Town Centre Gardens.. The external amenity space provision is therefore considered acceptable.
- 7.7.5 The Council's separation distances for back to back relationships between new developments are slightly lower than where existing properties have to be considered. The proposed two block layout would be policy compliant and would provide an acceptable level of privacy and outlook for the future occupiers of these properties.
- 7.7.6 The application has been supported by an Internal Daylight Analysis Report to consider the orientation of the buildings, their height and likely impact on daylight levels for the proposed flats in particular those on the northern elevations of the two blocks, but also those within the 'internal' elevations of the two blocks and mainly at the lower level. The report was undertaken in line with the British Research Establishments guidance "Site layout planning for daylight and sunlight: A guide to good practice" Second Edition (2011) and other relevant British Standards.

- 7.7.7 The report takes into consideration the Average Daylight Factor (ADF) in kitchens, living/dining rooms and bedrooms (habitable rooms only). The results conclude that 87.6% of the rooms meet or exceed the BRE recommendation which is considered a high rate given the size of the development. The report includes measures to be undertaken internally to increase light perception including light walls, ceiling and floor coverings. Furthermore, the removal of balconies on these elevations has assisted this high percentage, removing an otherwise additional obstruction to openings at the below floor. The level of daylight to be enjoyed throughout the development is therefore considered acceptable.
- 7.7.8 Given the location of the proposed residential units in the town centre there will be likely noise nuisance as a consequence of the neighbouring uses. In particular the northern elevation of the northern block overlooks the existing service yard serving the Forum shops, former Staples store and Tesco to the west. The application has been accompanied with a Noise Impact Assessment which has been assessed by the Council's Environmental Health Officers. The impact of the noise associated with the service yard and in particular Tesco deliveries and home delivery service, there is a likelihood that noise levels during night time hours could be unacceptable.
- 7.7.9 The NIA advises on mitigation measures that can be implemented to reduce the overall impact and provide an acceptable living standard for proposed occupiers of the development. These include acoustic screening to all plant and machinery, including those close to the boundary with the site, high level glazing and mechanical ventilation. The EH officer has recommended conditions be imposed to ensure the mitigation measures are adhered to provide an acceptable noise level.

7.8 Landscaping

- 7.8.1 The proposed landscaping plan shows an amended arrangement to the external amenity spaces to include areas of hard landscaping, seating and arboricultural features. Raised beds are to be planted with a good variety of plants that would work well with the setting given its location between the northern and southern blocks, creating a more useable space.

7.9 Highways and Parking

- 7.9.1 The local highways authority have undertaken extensive negotiations with the applicant and their consultants to reach an acceptable proposal in terms of access arrangements, deliveries, turning points and parking provision, including cycles.
- 7.9.2 No changes are proposed to the vehicular access from Fairlands Way, which is provided via ramp and shared with nearby uses. There is a private service yard/road that would be used to service the building. The highway network that surrounds the development carries a significant amount of traffic, particularly in peak periods. Site observations and traffic data submitted within the Transport Statement (TS) reveals that neither the AM nor PM travelling peak periods would be significantly constrained by the proposal. The data within the TS reveal that the traffic generated by the new development would not have a significant impact on the town centre or adjacent highway network.
- 7.9.3 It would be expected that occupiers of the units would use online shopping and thus a swept path analysis has been prepared to test the service access road and to demonstrate that the provision of two home delivery bays can be appropriately accessed and used.
- 7.9.4 Provision has been made for on-site bin-refuse stores within 30m of each unit and within 25m of the bin collection point. The access yard can accommodate manoeuvring space for waste collection vehicles and the proposed residential units meet the requirements for waste storage and collection contained in the Manual for Streets.

- 7.9.5 The site is located within the town centre and is fully served by public transport. The nearest bus stop is located approximately 100m towards the north of the proposed development, with the newly approved bus interchange approximately 300m south west. Stevenage railway station is further west and approximately 500m away with direct links to London and Cambridge. The site is therefore considered to be in a highly sustainable location.
- 7.9.6 The proposal includes 15no. car parking spaces, 6no. motorcycle parking spaces, 2no. delivery vehicle bays and 274 normal cycle spaces (137 double stacked), 4 smaller spots (for e.g. e-scooters) and 6 larger non-standard cycle spaces (for e.g. trikes, cargo bikes, recumbents).
- 7.9.7 The Council's current adopted parking standards require 1 space per one bedroom dwelling and 1.5 spaces per two bedroom dwelling. Visitor spaces are calculated at 0.5 spaces per dwelling proposed. On this basis the proposal would equate to 435 parking spaces. However, in addition to these requirements the standards have residential zoning areas depending on the sustainability of the location. The application site is located in Zone 1 which can allow for a 25-50% reduction in standards. This would see a total of between 109 and 218 spaces.
- 7.9.8 Furthermore, paragraphs 2.22 and 2.23 look specifically at town centre locations and advise that 'Car free developments will only be permitted in those locations that have high accessibility by non-car modes and are within easy walking distance of shops and services'. Additionally, the document encourages shared use of public parking facilities to maximise housing density and minimise land occupied by parking. Given the town centre and sustainable location there is an argument for the significantly reduced parking provision. Furthermore, an increase in parking would significantly alter, to its detriment, the design and quality of the proposal.
- 7.9.9 Consideration must also be given to the Council's draft parking standards document (2020) which is due for adoption shortly. This document has been altered from the 2012 adopted standards to suggest car free developments in the town centre Zone 1. On balance therefore, it is considered the proposed parking provision is acceptable in this case. It is proposed to impose a condition relating to Electric Vehicle charging points be provided at all 15 spaces with a minimum of fast charging being available.
- 7.9.10 Objections have been raised about the lack of parking and the impact on neighbouring roads. Given the sustainable location of the site access to non-car modes of transport are more readily available. The application has been supported by a Travel Plan which has been assessed and agreed with Herts County Council Highways and will be monitored by the same. Furthermore, through the S106 agreement there will be a restriction on occupiers of the residential units being able to apply for parking permits for nearby roads. This will then be a restriction on the sale of any unit to make future owners aware. As part of the TP and monitoring fee the local highway authority have requested a sustainable voucher scheme of £50 per flat and discounted car club access to discourage car ownership.
- 7.9.11 Looking then at cycle parking provision, the scheme has been amended following the comments raised by the Traffic and Enforcement Parking Manager and HCC Highways to include non-standard spaces, a greater number of spaces, separate retail spaces, and access to the parking area and rear service yard. The provision of 274 standard spaces and 10 non-standard spaces exceeds the current standards and is considered acceptable. Full details of the type of fixtures will be required through imposition of a condition.

7.10 Waste

- 7.10.1 The proposed site plan shows the provision of bin storage areas for both the commercial use and residential flats. The commercial bins would be accessed via a service entrance off the rear of the building on the western side of the rear elevation. The residential bins would be accessed off the eastern end of the elevation with a separate lift available for access to the

lower service yard. The applicant proposes to have the bin collections privately managed as part of the management company for the development. The Council's Waste team have been consulted and they did raise concerns about collections as proposed as they would not accord with current Council collection standards. The use of private collections is considered acceptable for a flatted development as this can be managed by the proposed management company for the flats. Furthermore, it is considered reasonable to condition further details of a waste management strategy to ensure this would happen effectively.

7.10.2 The proposed works would see the partial demolition of the existing building prior to construction works. It has been requested by HCC Minerals and Waste team that a Site Waste Management Plan be submitted and approved prior to decision or imposed as a condition to ensure materials created from the demolition are appropriately removed and where possible reused as part of the scheme.

7.11 Drainage

7.11.1 The application site is located within Flood Zone 1 within the Environment Agency's flood risk map. Flood Zone 1 is defined as land having a 0.1% chance of flooding from seas or rivers which is typically less than 1 in 1000 annual probability of flooding. Therefore, all developments are generally directed to Flood Zone 1.

7.11.2 The site is located near an Environment Agency defined groundwater Source Protection Zone (SPZ) corresponding to Broomin Green Pumping Station. This is a public water supply, comprising a number of chalk extraction boreholes, operated by Affinity Water. Objections have been raised by Affinity Water because of the possible impact on this water supply. However, they have suggested a number of conditions that could be imposed to overcome their concerns. It is considered reasonable to impose conditions to sufficiently deal with the concerns of Affinity Water.

7.11.3 The Lead Local Flood Authority have assessed the application and following an initial holding objection have recommended the imposition of conditions following extensive negotiations.

7.12 Climate Change

7.12.1 Policy SP11 of the adopted Local Plan specifies the Council's position on climate change and energy conservation. Much of this can be addressed through building techniques and the materials proposed. However, it is recommended that a condition be imposed to any grant of permission to secure this.

7.13 Other Matters

Community Infrastructure Levy

7.13.1 The Council adopted the Community Infrastructure Levy (CIL) on 1 April 2020 and the CIL Charging Schedule specifies a payment for new floorspace in line with the following rates (plus appropriate indexation):

Development Type	CIL Rate (£ per square metre)	
	Zone 1: Stevenage Central, Stevenage West Urban Extension and North of Stevenage Extension	Zone 2: Everywhere else
Residential		
Market housing	£40/m ²	£100/m ²
Sheltered housing	£100/m ²	
Extra care housing	£40/m ²	
Retail development	£60/m ²	
All other development	£0/m ²	

7.13.2 CIL is a non-negotiable charge. The exact charge will be determined by the Council's CIL officer after an application has been granted in accordance with the CIL Charging Schedule and the Community Infrastructure Levy Regulations 2010 (as amended). Opportunities for relief or exemption from the CIL charge exist give an example of what these exemptions might be and will be taken into account in the calculation of the final CIL charge.

7.13.3 CIL replaces the need for S106 agreements to specify financial and/or land contributions for non-site-specific infrastructure projects. This allows infrastructure to be planned on a borough-wide scale rather than on a site-by-site basis as mitigation against the impacts of individual proposals. Following an assessment of the proposed development, the CIL liability for this development would be an estimated £739,000 (GIA x £40)(taken from Aspinal Verdi's Viability Assessment). The CIL charge for the development will be index linked based on when the development is commenced on-site.

7.13.4 With regards to how the CIL monies are spent, the ultimate decision lies with Stevenage Borough Council as the collecting authority. However, Hertfordshire County Council could put forward a bid for monies which could potentially go towards the following:-

- Primary Education;
- Secondary Education;
- Nursery Education;
- Youth Facilities;
- Libraries
- Potential sustainable transport measures identified in the Local Plan.

7.13.5 The Council's Parks and Amenities Section could also make a bid for monies which could go towards Open Outdoor Sport Facilities. For reference, the aforementioned i.e. education, youth facilities, libraries and open outdoor sport are not site specific so they cannot be secured under a S.106 legal agreement in accordance with CIL Regs.

Police Crime Prevention

7.13.6 The Crime Prevention Officer has made comment that the scheme has not confirmed it will completed following 'Secured by Design' standards, but they are not in a position to object on this basis. Whilst the applicant will be urged to fully consider these standards, such matters can be dealt with under Building Regulations, and this wouldn't be a reason to refuse the application.

8 CONCLUSIONS

- 8.1 It is considered that the redevelopment of the former BHS site is acceptable. The windfall site would see the retention of a retail use with proposed residential in accordance with Policy HO5. The viability of the scheme has been robustly assessed by an independent consultant on the Council's behalf and an acceptable contribution towards primary education as requested by HCC and a reduced level of 13.6% affordable housing is considered an acceptable level in light of the viability conclusions. The design and layout of the proposed development, including bin storage and landscaping, is acceptable. Access and parking arrangements are considered acceptable given the sustainability of the site, and the level and type of cycle parking exceeds the Council's current standards. Other matters including drainage are acceptable and where applicable can be appropriately controlled through imposition of conditions.

9 RECOMMENDATION

- 9.1 That planning permission be GRANTED subject to the applicant having first entered into a S106 agreement to secure/provide contributions towards:-

- The provision of Affordable Housing;
- Primary Education;
- Travel Plan Monitoring;
- Water Sprinkler System
- Parking Permit Restrictions

The detail of which would be delegated to the Assistant Director of Planning and Regulation in liaison with the Council's appointed solicitor.

- 9.2 The proposal be subject to the following conditions:-

1. The development hereby permitted shall be carried out in accordance with the following approved plans: 2773 100 Rev M; 2773 500 Rev L; 2773 600 Rev L; 2773 601 Rev L; 2773 602 Rev L; 2773 603 Rev L; 2773 604 Rev L; 2773 700 Rev L; 2773 701 Rev L; 2773 702 Rev L; 2773 703 Rev L; 2773 704 Rev L; 2773 705 Rev L; 2773 800 Rev L; TFR 01.
REASON:- For the avoidance of doubt and in the interests of proper planning.
2. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.
REASON:- To comply with the requirements of Section 91 of the Town and Country Planning Act 1990 (as amended by Section 51 of the Planning and Compulsory Purchase Act 2004).
3. No development shall take place above the existing ground floor ceiling level until samples of the materials to be used in the construction of the external surfaces of the buildings hereby permitted have been submitted to and approved in writing by the Local Planning Authority. The development shall thereafter be carried out in accordance with the approved details.
REASON:- To ensure the development has an acceptable appearance and to protect the visual amenities of the area.
4. The first floor external communal platform areas shall be completed in accordance with the landscaping details as approved on Drawing No.TFR 01 and provided for use prior to first occupation or completion of the development, whichever is the sooner.
REASON:- To ensure the development provides a high quality external amenity area for future residents.

- 5 Any trees or plants comprised within the scheme of landscaping, which within a period of five years from the completion of the development die, are removed or become seriously damaged or diseased shall be replaced in the next planting season with others of similar size and species, unless otherwise agreed in writing by the Local Planning Authority.
REASON:- To ensure the development provides a high quality external amenity area for future residents.
- 6 Prior to first occupation of the development hereby permitted, the proposed parking and turning areas as shown on Drawing No. 19030.ATR.02 Proposed Home Delivery Bays swept path analysis shall be laid out, demarcated, levelled, surfaced and drained in accordance with the approved plan and retained thereafter available for that specific use.
REASON:- To ensure construction of a satisfactory development and to ensure the approved level of parking is provided.
- 7 Prior to first occupation of the development hereby permitted, the details of the siting, type and specification (minimum fast charging) of the EVCPs for every parking space, the energy sources and the strategy/management plan for supply and maintenance of the EVCPs shall be submitted to and approved in writing by the Local Planning Authority. All EVCPs shall be installed in accordance with the approved details prior to occupation of each of the units and permanently maintained and retained.
REASON:- To ensure construction of a satisfactory development and to promote sustainable development.
- 8 Prior to the first occupation of the development hereby permitted, a scheme for the parking of cycles including details of the design, level and siting of the proposed parking in accordance with Drawing No. 2773 600 Rev L, 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 or brought into use 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.
- 9 No part of the development shall be occupied prior to the implementation of the approved Proposed Residential Led Development at Former BHS store Stevenage Travel Plan May 2020 (Revision 3). Those parts of the approved Travel Plan that are identified therein as being capable of implementation after occupation shall be implemented in accordance with the timetable contained therein and shall continue to be implemented as long as any part of the development is occupied.
REASON:- To ensure that sustainable travel options associated with the development are promoted and maximised.
- 10 No development shall commence until a Construction Management Plan (or Construction Method Statement) has been submitted to and approved in writing by the Local Planning Authority. Thereafter the construction of the development shall only be carried out in accordance with the approved Plan. The Construction Management Plan / Statement shall include details of:
- (i) Details of demolition and construction phasing programme;
 - (ii) Access arrangements to the site;
 - (iii) Traffic management requirements;
 - (iv) Post construction restoration / reinstatement of the working areas and temporary access to the public highway;

- (v) 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 / footpath width for vehicle / pedestrian movement.
- (vi) Hours of operations including times of deliveries and removal of waste which should avoid school pick up/drop off times;
- (vii) Demolition and construction works between the hours of 0730 and 1800 on Mondays to Fridays and between the hours of 0830 and 1300 on Saturdays only.
- (viii) The site set-up and general arrangements for storing plant including cranes, materials, machinery and equipment, temporary offices and other facilities, construction vehicle parking and loading/unloading and vehicle turning areas;
- (ix) Access and protection arrangements around the site for pedestrians, cyclists and other road users;
- (x) Details of the provisions for temporary car parking during construction which shall be provided prior to the commencement of construction activities;
- (xi) The location of construction traffic routes to and from the site, details of their signing, monitoring and enforcement measures;
- (xii) Screening and hoarding;
- (xiii) End of day tidying procedures;
- (xiv) Construction and storage compounds (including areas designated for car parking);
- (xv) Siting and details of wheel washing facilities;
- (xvi) Cleaning of site entrances, site tracks and the adjacent public highway;
- (xvii) Control measures to manage noise and dust;
- (xviii) Disposal of surplus materials;
- (xix) Post construction restoration/reinstatement of the working areas and access to the public highway.
- (xx) Details of the access and highways works to accommodate construction traffic.
- (xxi) Details of consultation and complaint management with local businesses and neighbours.
- (xxii) Mechanisms to deal with environmental impacts such as noise and vibration, air quality and dust, light and odour;
- (xxiii) Details of any proposed piling operations, including justification for the proposed piling strategy, a vibration impact assessment and proposed control and mitigation measures;
- (xxiv) Details of a Site Waste Management Plan (SWMP) detailing actual waste arising and how waste is managed (i.e. re-used, recycled or sent off site for treatment or disposal) and where it is sent to. Further updated should be provided throughout the life of the development at an interim of two months or sooner should the level of waste be considered significant by the developer.

REASON:- In order to protect highway safety and the amenity of other users of the public highway and rights of way.

- 11 Prior to first occupation of the development hereby permitted, details of the means for securing motorcycles in the ground floor car park (such as rails, hoops or posts) shall be submitted to and approved in writing by the Local planning Authority.

REASON:- To ensure the provision of secure motorcycle spaces.

- 12 No part of the development hereby permitted shall be occupied until signs have been erected within the Site to advise users to not cross the service yard and advise of the alternative route around The Forum.

REASON:- To ensure safe pedestrian movement within the ground floor of the development.

- 13 No development, including site clearance or demolition works, shall take place until a scheme for protecting the proposed dwellings from noise from transport and adjacent commercial noise sources has been submitted to and approved in writing by the local planning authority. The

scheme shall follow the recommendations identified in the Syntegra Noise Impact Assessment report (Ref:19-5771 Rev.A) dated February 2020. None of the dwellings shall be occupied until such a scheme has been implemented in accordance with the approved details, and shown to be effective, and it shall be retained in accordance with those details thereafter.

REASON:- To protect the amenity of future occupiers of the development hereby approved

- 14 Prior to any hereby permitted commercial use commencing, a scheme shall be submitted for approval to the Local Planning Authority to demonstrate that the rating level of sound emitted from any external fixed plant and/or machinery associated with the development shall not exceed the typical background sound level at any sound sensitive premises. All measurements shall be made in accordance with BS4142:2014 (as amended).

REASON:- To protect the amenity of future occupiers of the development hereby approved

- 15 No development, including site clearance or demolition works, shall commence until a methodology for the screening or enclosure of plant and machinery to be used during the construction period shall be submitted to and approved by the Local Planning authority before works are commenced. The siting of plant and machinery shall be away from noise sensitive areas wherever possible. Vehicles and machines in intermittent use shall be shut down in the intervening periods between works.

REASON:- In order to protect the amenities and operations of neighbouring properties.

- 16 Prior to the first occupation/use of the dwellings and development hereby permitted the approved refuse/recycle stores shall be constructed in accordance with the details submitted with this planning application and shall be permanently retained in that form.

REASON:- To ensure that there is sufficient waste storage provision in accordance with the Council's standards is maintained for all dwellings and the development as a whole on site in perpetuity.

- 17 Prior to commencement of works above slab level, details of any external lighting, including the intensity of illumination and predicted light contours, shall be submitted to and approved in writing by the Local Planning Authority. Any external lighting shall accord with the details so approved.

REASON:- In order to protect the amenities and operations of neighbouring properties and to ensure any external lighting does not prejudice highway safety.

- 18 All construction works and the operation of the proposed development site shall be done in accordance with the relevant British Standards and Best Management Practices.

REASON:- To ensure the development significantly reduces the risk of groundwater pollution.

- 19 Any works involving excavations below the chalk groundwater table (for example piling or the implementation of a geothermal open/closed loop system) shall be avoided. If these are necessary, no such works shall take place until a Ground Investigation Report has first been submitted to and approved in writing by the Local Planning Authority. The details shall include how the works shall identify appropriate techniques and strategies to avoid displacing any shallow contamination to a greater depth and to prevent the generation of turbidity which could impact the chalk aquifer. Mitigation measures should be included. The ground investigation shall thereafter take place in accordance with the approved details.

REASON:- To ensure the development significantly reduces the risk of groundwater pollution.

- 20 In the event that contamination is found at any time when carrying out the approved development that was not previously identified it must be reported in writing immediately to the Local Planning Authority. An investigation and risk assessment must be undertaken and where

remediation is necessary a remediation scheme must be prepared in accordance with the requirements of condition 21, which is subject to the approval of the Local Planning Authority. Following completion of measures identified in the approved remediation scheme a verification report must be prepared, which is subject to the approval in writing of the Local Planning Authority in accordance with condition 22.

REASON:- To prevent harm to human health and pollution of the water environment in accordance with Government policy set out in the National Planning Policy Framework.

- 21 A detailed remediation scheme to bring the site to a condition suitable for the intended use by removing unacceptable risks to human health, buildings and other property and the natural and historic environment must be prepared, and is subject to the approval in writing of the Local Planning Authority. The scheme must include all works to be undertaken, proposed remediation objectives and remediation criteria, timetable of works and site management procedures. The scheme must ensure that the site will not qualify as contaminated land under Part 2A of the Environmental Protection Act 1990 in relation to the intended use of the land after remediation.

REASON:- To prevent harm to human health and pollution of the water environment in accordance with Government policy set out in the National Planning Policy Framework.

- 22 The approved remediation scheme must be carried out in accordance with its terms prior to the commencement of development other than that required to carry out remediation, unless otherwise agreed in writing by the Local Planning Authority. The Local Planning Authority must be given two weeks written notification of commencement of the remediation scheme works. Following completion of measures identified in the approved remediation scheme, a verification report that demonstrates the effectiveness of the remediation carried out must be produced and is subject to the approval in writing of the Local Planning Authority.

REASON:- To prevent harm to human health and pollution of the water environment in accordance with Government policy set out in the National Planning Policy Framework.

- 23 The development permitted by this planning permission shall be carried out in accordance with the approved surface water drainage assessment carried out by Syntegra Group Ltd, reference 19-5771, dated November 2019, the Indicative Drainage Strategy prepared by Syntegra Group, drawing number 6001 Revision B, dated June 2020 and the following mitigation measures detailed within the FRA:

1. Limiting the surface water run-off generated by the critical storm events so that it will not exceed the surface water run-off rate of 5.28 l/s during the 1 in 100 year event plus 40% of climate change event.

2. Providing storage to ensure no increase in surface water run-off volumes for all rainfall events up to and including the 1 in 100 year + climate change event providing a minimum of 224 cubic metres (or such storage volume agreed with the LLFA_ of total storage volume in permeable paved area.

3. Discharge of surface water from the site network into the private surface water sewer and subsequent Thames Water sewer network.

The mitigation measures shall be fully implemented prior to occupation and subsequently in accordance with the timing / phasing arrangements embodied within the scheme, or within any other period as may subsequently be agreed, in writing, by the local planning authority.

REASON:- To prevent flooding by ensuring the satisfactory disposal and storage of surface water from the site, and to reduce the risk of flooding to the proposed development and future occupants.

- 24 No development shall take place until a detailed surface water drainage scheme for the site based on the approved drainage strategy and sustainable drainage principle, has been submitted to and approved in writing by the Local Planning Authority. The drainage strategy should demonstrate the surface water run-off generated up to and including 1 in 100 year + climate change critical storm will not exceed the run-off from the undeveloped site following the corresponding rainfall event. The scheme shall subsequently be implemented in accordance with the approved details before the development is completed.

1. Detailed engineered drawings of the proposed SuDS features including cross section drawings, their size, volume, depth and any inlet and outlet features including any connecting pipe runs.
 2. Final detailed network calculations including half drain down times for all storm events up to and including the 1 in 100 year + 40% climate change storm.
 3. Indication of exceedance flood paths in the event of extreme storm events in excess of the 1 in 100 year + 40% climate change storm.
 4. Final detailed management plan to include arrangements for adoption and any other arrangements to secure the operation of the scheme throughout its lifetime.
REASON:- To prevent the increased risk of flooding, both on and off site.
- 25 In accordance with conditions 24 and 25 the onsite drainage system shall incorporate an oil/water interceptor which shall act to prevent petrol/oil being discharged from the parking areas associated with the development into the surface and groundwater network.
REASON:- To prevent harm to human health and pollution of the water environment in accordance with Government policy set out in the National Planning Policy Framework.
- 26 No development above the existing ground floor ceiling level shall take place until details of measures to address adaptation to climate change and energy efficiency have been submitted to and approved in writing by the Local Planning Authority. These measures shall then be implemented and permanently maintained in accordance with the approved details.
REASON:- To ensure the development is adaptable to climate change through provision of energy and water efficiency measures.
- 27 Prior to first occupation or completion of the development, whichever is the sooner, details of the provision of a Peregrine Falcon box/shelter within the development shall be submitted to and approved in writing by the Local Planning Authority in consultation with the Herts and Middlesex Wildlife Trust. The development shall thereafter be carried out in accordance with the approved details and shall be retained in perpetuity.
REASON:- In the interests of supporting local wildlife.
- 28 No development shall take place until a Waste Strategy Management Plan has been submitted to and approved in writing by the Local Planning Authority. The Plan shall include details of how the refuse of the commercial and residential uses shall be collected and include appropriate resilience measures should the lift access fail to work.
REASON:- To ensure the private management of the waste collection is acceptable.

INFORMATIVES

Community Infrastructure Levy –
Stevenage Borough Council adopted a Community Infrastructure Levy (CIL) Charging Schedule at Full Council on 27 January 2020 and started implementing CIL on 01 April 2020.

This application may be liable for CIL payments and you are advised to contact the CIL Team for clarification with regard to this. If your development is CIL liable, even if you are granted an exemption from the levy, please be advised that it is a requirement under Regulation 67 of The Community Infrastructure Levy Regulations 2010 (as amended) that CIL Form 6 (Commencement Notice) must be completed, returned and acknowledged by Stevenage Borough Council before building works start. Failure to do so will mean you risk losing the right to payment by instalments and a surcharge will be imposed. NB, please note that a Commencement Notice is not required for residential extensions if relief has been granted.

Stevenage's adopted CIL Charging Schedule and further details of CIL can be found on the Council's webpages at www.stevenage.gov.uk/CIL or by contacting the Council's CIL Team at CIL@Stevenage.gov.uk .

Highways -

Prior to commencement of the development the applicant is advised to contact 0300 1234 047 to arrange a site visit to agree a condition survey of the approach of the highway leading to the development likely to be used for delivery vehicles to the development. Under the provisions of Section 59 of the Highways Act 1980 the developer may be liable for any damage caused to the public highway as a result of traffic associated with the development. Herts County Council may require an Officer presence during movements of larger loads, or videoing of the movements may be considered.

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.

The developer should enter into a Section 106 Agreement removing the residents' ability to apply for or obtain a parking permit in the surrounding Stevenage residents only parking zones. £6,000 Travel Plan monitoring fee together with sustainable vouchers of £50 per flat and discounted car club access at both phases (not just phase 2) would need to be included in the S106 to lower and discourage car ownership.

The Council has acted Pro-Actively for the following reason:-

Planning permission has been granted for this proposal. The Council acted pro-actively through positive engagement with the applicant at the pre-application stage and during the determination process which led to improvements to the scheme. The Council has therefore acted pro-actively in line with the requirements of the National Planning Policy Framework (paragraph 38) and in accordance with the Town and Country Planning (Development Management Procedure) (England) Order 2015.

BACKGROUND DOCUMENTS

1. The application file, forms, plans and supporting documents having the reference number relating to this item.
2. Stevenage Borough Local Plan 2011-2031.
3. Stevenage Borough Council Supplementary Planning Documents – Parking Provision adopted January 2012; Stevenage Design Guide 2009.
4. Hertfordshire County Council Local Transport Plan LTP4 2018-2031
5. Central Government advice contained in the National Planning Policy Framework February 2019 and the National Planning Practice Guidance 2014, as amended.
6. Responses to consultations with statutory undertakers referred to in this report.
7. Responses to third party consultations referred to in this report.

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Local Development Scheme

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1 Introduction

Stevenage Borough Local Plan 2011 - 2031

Planning and Compulsory Purchase Act 2004 Section 15, Localism Act 2011 Section 111

Local Development Scheme 2020

What is a Local Development Scheme?

1.1 The Local Development Scheme (LDS) is the timetable for writing the Local Development Documents, including Development Plan Documents for Stevenage. It is approved by Stevenage Borough Council to come into effect on 8 October 2020.

Why have you produced a new Local Development Scheme?

1.2 This document is an update of the LDS approved by the Council in May 2019. The Council has a statutory obligation to publish an up to date LDS.

1.3 The update is required to reflect amendments to the timetable of specific Development Plan Documents and to give details on the production of several Supplementary planning Documents which will be developed and adopted to add guidance to policies within the Stevenage Borough Local Plan (adopted 2019). Following their adoption, the SPDs will become a 'material consideration' to help us determine planning applications.

Where will I find your Local Plan?

1.4 The Local Plan, can be found on our website:

www.stevenage.gov.uk/149690/planning-policy/

1.5 We prepared an appropriate and proportionate evidence base to support the Local Plan. Please see the Council's website

www.stevenage.gov.uk/149690/planning-policy/90175/90178/

1.6 The Local Plan and evidence base was assessed by an independent Planning Inspector at Examination. Details can be found here:

www.stevenage.gov.uk/149690/planning-policy/165360/

1.7 When consultations are 'live' you will be able to comment online via the Borough Council website:

stevenage-consult.limehouse.co.uk/portal

Are you preparing any documents to support the Local Plan?

1.8 The Council is producing an Area Action Plan (AAP) for the Railway Station. As a will be a Development Plan Document (DPD), this will become part of the Development Plan for Stevenage, and as such must first be subject to statutory consultation and examination.

1.9 The production of the AAP came about as a result of discussions with MHCLG following the Holding Direction placed on the Stevenage Borough Local Plan. The Council will produce an Area Action Plan for the railway station area (within the TC3 and TC4 Major Opportunity Areas's designated in the Local Plan) to detail policies for an extended and regenerated train station and surrounding development opportunities.

1.10 The AAP will provide an opportunity for stakeholders to engage and shape this area. It also acts as a catalyst for developers interested in supporting this key part of the Plan.

1.11 We review the need for additional guidance continually. It is not a requirement for Supplementary Planning Documents to be included in the LDS but we are including details of a number of proposed SPDs in this updated LDS to ensure that developers are aware of what additional guidance will come into force in the short-medium term future.

What about the Community Infrastructure Levy (CIL)?

1.12 Since we updated the LDS in May 2019, we have adopted a Community Infrastructure Levy Charging Schedule. This was adopted by Council decision in January 2020 and we started implementing the CIL Charging Schedule on 01 April 2020. This means that any planning permission granted on or after 01 April could be liable for a CIL charge. Money collected through CIL receipts will be used to fund much needed infrastructure within the borough.

1.13 It is not a requirement to include any timetable for implementing CIL in the LDS. However, the adoption of the CIL CS it is shown for completeness.

Will the timetable change again?

1.14 Timetables associated with Development Plan Documents and Local Development Documents are subject to change. However, it is hoped that progress with the Area Action Plan for the Railway Station will be swift and that the adoption process will occur in line with the timetable in this updated LDS. However, as with any planning document requiring consultation and submission to the Planning Inspectorate for Examination, progress is dependent on the level of public consultation and the availability of Inspectors to run an independent public Examination. We will do our best to comply with the timetable but this is not always within our control.

What if I have other questions?

1.15 If you have questions about the contents of this Stevenage LDS or about the Local Plan, please address them to:

Planning Policy Team

Stevenage Borough Council

SG1 1HN

Or email planningpolicy@stevenage.gov.uk

2 Stevenage Document Profiles

Stevenage Borough Local Plan (including Policies Map)

What is the subject of the document?	Sets out the vision, objectives, strategy, planning policies and proposals for the spatial development of Stevenage to 2031
What geographical area does it cover?	Stevenage Borough
Is it a Development Plan Document (DPD)?	Yes
Key dates	
- <i>Sustainability Appraisal Scoping Report consultation</i>	February/March 2012
- <i>Preparation consultation</i>	June/July 2013 June/July 2015
- <i>Publication consultation</i>	January/February 2016
- <i>Submission to Government</i>	July 2016
- <i>Examination Hearing Sessions</i>	January - March 2017
- <i>Receipt of Inspector's report</i>	October 2017
- <i>Adoption</i>	May 2019
Monitoring and review	Monitoring will be undertaken through Stevenage Borough Council's Annual Monitoring Reports. The Local Plan will be monitored and any timeline for a review will be published through an update to the LDS or the Council's AMR when appropriate.

Area Action Plan - Railway Station

What is the subject of the document?	The AAP will detail policies for an extended and regenerated train station and surrounding development opportunities covering the western part of TC4 and potentially some of TC3 depending on the final location of the 5th Platform.
What geographical area does it cover?	The Station Gateway Major Opportunity Area as set out in Policy TC3 and TC4 in the Stevenage Borough Local Plan and the Proposals Map.
Is it a DPD?	Yes
Key dates	
- <i>First consultation</i>	January 2021
- <i>Second consultation</i>	June 2021
- <i>Submission</i>	August 2021
- <i>Examination</i>	October 2021
- <i>Adoption</i>	January 2022
Monitoring and review	The AAP will be reviewed every five years. Next review commences 2025.

Stevenage Community Infrastructure Levy (CIL) Charging Schedule

What is the subject of the document?	Sets out the CIL charge(s) that will apply to new development in Stevenage, including any differential rates to be applied
What geographical area does it cover?	Stevenage Borough
Is it a DPD?	No
Key dates	
- Preliminary draft charging schedule consultation	September 2018
- Draft charging schedule consultation	April 2019
- Submission to Government	August 2019
- Examination	September 2019
- Receipt of Inspector's report	November 2019
- Adoption	January 2020
- Implementation	01 April 2020
Monitoring and review	The CIL CS will be continually monitored in line with changes to relevant legislation and local circumstances.

Stevenage Statement of Community Involvement

What is the subject of the document?	<p>Set out standards and approaches (including the procedures, processes and timings) that will be used to involve stakeholders and residents with an interest in planning in the production of the Local Plan and development management decisions</p> <p>A Statement of Community Involvement is no longer considered a Development Plan Document and is therefore not subject to examination</p>
What geographical area does it cover?	Stevenage Borough
Is it a DPD?	No
Key dates	
- <i>Start of work</i>	March 2017
- <i>Adoption</i>	November 2018
Monitoring and review	Monitored by Stevenage Borough Council every five years. Next review commences Spring 2023

Supplementary Planning Documents

Parking Provision and Sustainable Transport SPD

What is the subject of the document?	The SPD will set out requirements for vehicular and cycling parking spaces as part of new developments. It will also set requirements for disabled parking, Electric Vehicle charging points, as well as details and considerations for the implementation of schemes included in the SBC Transport Strategy. The document will not be subject to examination.
What geographical area does it cover?	Stevenage Borough
Is it a DPD?	No
Key dates	
- <i>Start of work</i>	October 2019
- <i>Consultation</i>	February 2019
- <i>Adoption</i>	October 2020
Monitoring and review	Monitored by Stevenage Borough Council every five years.

Biodiversity SPD

What is the subject of the document?	The SPD will set out the procedures for assessing, demonstrating, providing and, if required, funding a 10% net gain in biodiversity as part of new developments. This future requirement was announced in the Environment Bill 2019 and is expected to become a legal requirement of development in due course. The document will not be subject to examination.
What geographical area does it cover?	Stevenage Borough
Is it a DPD?	No
Key dates	
- <i>Start of work</i>	April 2020
- <i>Consultation</i>	November 2020
- <i>Adoption</i>	March 2021
Monitoring and review	Monitored by Stevenage Borough Council every five years.

Developer Contributions SPD

What is the subject of the document?	The SPD will set out all potential contributions that developers may be expected to pay as part of Section 106 legal agreements if developing land in Stevenage. The document will not be subject to examination.
What geographical area does it cover?	Stevenage Borough
Is it a DPD?	No
Key dates	
- <i>Start of work</i>	April 2020
- <i>Consultation</i>	November 2020
- <i>Adoption</i>	March 2021
Monitoring and review	Monitored by Stevenage Borough Council every five years.

Design SPD

What is the subject of the document?	The SPD will build on the National Design Guide to demonstrate how local context should be embedded into future development as well as promoting the inclusion of principles to reduce climate change and to promote the health and well-being of residents. The document will not be subject to examination.
What geographical area does it cover?	Stevenage Borough
Is it a DPD?	No
Key dates	
- <i>Start of work</i>	November 2020
- <i>Consultation</i>	May 2021
- <i>Adoption</i>	December 2021
Monitoring and review	Monitored by Stevenage Borough Council every five years.



Stevenage Borough Council

**Parking Provision and Sustainable
Transport SPD**

Adopted 2020

Translation Facilities

Translation Facilities

We can make published information available in different languages, Braille and large print upon request. We also have interpreting facilities for people who do not speak English. Telephone 01438 242242 or Textphone 01438 242555 for information.

আমরা মুদ্রিত তথ্যাবলী প্রকাশ করতে পারি যা অনুরোধক্রমে বিভিন্ন ভাষায়, ব্রেইলে এবং বড় প্রিন্ট পাওয়া যাবে। যারা ইংরেজী বলেন না তাদের জন্য আমাদের অনুবাদকের সুবিধাও রয়েছে। তথ্যের জন্য ফোন নাম্বার 01438 242242 বা টেক্সটফোন নাম্বার 01438 242555।

我们可以应需求，以各种不同的语言，布莱叶盲文以及大字体格式来制作出版资料。我们还可以为那些不会说英语的人士提供便利的口译服务。请致电 01438 242242 或播打文本电话 01438 242555 来获取相关信息。

વિનંતી મુજબ પ્રકાશિત થયેલ માહિતી અમે જુદી જુદી ભાષામાં, બ્રેઈલમાં અને મોટા અક્ષરના મુદ્રણમાં ઉપલબ્ધ કરાવી શકીએ છીએ. અંગ્રેજી ભાષા ન બોલનાર લોકો માટે અમારી પાસે દુભાષિયાની સેવા પણ છે. માહિતી માટે ફોન કરો 01438 242242 અથવા ટેક્સ્ટફોન 01438 242555.

अनुरोध करने पर हम प्रकाशित जानकारी को विभिन्न भाषाओं, ब्रेल और बड़े अक्षरों में उपलब्ध करा सकते हैं। हमारे पास अंग्रेजी न बोलने वाले व्यक्तियों के लिए दुभाषिया की सुविधा भी है। जानकारी के लिए 01438 242242 पर टेलीफोन करें या 01438 242555 पर टेक्स्टफोन पर बात करें।

ਅਸੀਂ ਬੇਨਤੀ ਕੀਤੇ ਜਾਣ ਤੇ, ਵੱਖੋ ਵੱਖ ਭਾਸ਼ਾਵਾਂ, ਬਰੇਲ ਲਿਪੀ ਅਤੇ ਵੱਡੇ ਪਿੰਟਾਂ ਵਿੱਚ ਉਪਲਬਧ ਸੂਚਨਾ ਛਪਵਾ ਸਕਦੇ ਹਾਂ। ਸਾਡੇ ਕੋਲ ਉਹਨਾਂ ਲੋਕਾਂ ਵਾਸਤੇ ਦੁਭਾਸ਼ੀਆਂ ਸੁਵਿਧਾਵਾਂ ਵੀ ਹਨ ਜਿਹੜੇ ਕਿ ਅੰਗਰੇਜ਼ੀ ਨਹੀਂ ਬੋਲਦੇ। ਜਾਣਕਾਰੀ ਲੈਣ ਲਈ 01438 242242 ਤੇ ਫੋਨ ਕਰੋ ਜਾਂ 01438 242555 ਤੇ ਐਕਸਟਰਾ ਫੋਨ ਕਰੋ।

ہم درخواست کرنے پر مختلف زبانوں، بریل، اورچھاپے کے جلی حروفوں میں شائع شدہ مواد فراہم کر سکتے ہیں۔ ہمارے پاس انگریزی نہ بولنے والے افراد کے لئے ترجمانی کی سہولت بھی موجود ہے۔ معلومات کے لئے ٹیلیفون 01438 242242 یا ٹیکسٹ فون 01438 242555 پر بات کریں۔

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1 Introduction

Purpose of the document

- 1.1** The Parking Provision and Sustainable Transport Supplementary Planning Document (SPD) has been produced to supplement policies SP6, IT5, and IT8 of the Stevenage Local Plan (adopted 2019). Upon adoption, it replaced the Stevenage Borough Council Parking Provision SPD (adopted 2012).
- 1.2** The purpose of this document is to explain the Council's proposed approach to parking provision within new developments. Its intention is to provide clear guidance and certainty for developers and communities. As well as guidance on traditional aspects of parking, the SPD also provides guidance on related issues not covered in the previous Parking Provision SPD with the aim of promoting sustainable modes of transport.
- 1.3** Standards are put forward for the quantity of car parking, cycle parking, and disabled parking at all new developments. The document also provides guidance on the layout and design of these. Requirements for the provision of charging infrastructure are given to help ensure the expected rise in electric vehicle-use is realised and support is given for the implementation and installation of a cycle hire scheme and cycling hubs in line with the Council's promotion of cycling . The use of public transport is also covered by this document with references to bus priority measures and the potential for a park and ride scheme.
- 1.4** Due to its status as a SPD, this document will be a material consideration when determining all planning applications, and applications will be assessed against the standards contained within it. The SPD should be read in conjunction with policies in the adopted Stevenage Local Plan.

Production of this SPD

- 1.5** The Council's previous parking requirements were contained within the SBC Parking Provision SPD (adopted 2012). National and local guidance on parking provision has changed significantly since 2012 and a greater emphasis has been placed on sustainable transport. In particular, county-wide transport policy was updated with the adoption of the Hertfordshire Local Transport Plan 4 in 2018 and, more locally, the Stevenage Local Plan was underpinned by a Mobility Strategy explaining the need and potential for a modal shift in transportation-use. As such, much of the policy basis for the previous SPD had changed and the document had become outdated.
- 1.6** A draft version of this SBC Parking Provision and Sustainable Transport SPD was published for public consultation in February 2020. Respondents' comments were considered and incorporated into this final version. The Council formally adopted this Supplementary Planning Document and revoked the previous Parking Provision SPD on 24 September 2020 after a decision made by the Council's Executive.

Policy context

- 1.7** The Parking Provision and Sustainable Transport SPD has been created to provide additional guidance to policies within the 2019 Local Plan. It supplements policies SP6, IT5, and IT8 by providing parking standards for all types of development.

Policy SP6: Sustainable Transport

We will create the conditions for a significant increase in passenger transport, walking and cycling. We will require new development to provide an appropriate level of car parking. We will:

- a. Support the provision of new town centre sustainable transport facilities, including:
 - i. New bus termini and waiting facilities;
 - ii. New pedestrian and cycle links, with particular emphasis on connections between the Town Centre and the Gunnels Wood employment area and Old Town; and
 - iii. A remodelled railway station that reflects Stevenage's position on the network and wider regeneration ambitions;
- b. Direct high density residential and commercial uses, and other developments that generate significant demand for travel, to the most accessible locations;
- c. Support the provision of sustainable transport schemes as identified in local transport plans and other relevant plans and strategies;
- d. Refuse permission where development proposals fail to provide any relevant plans or assessments relating to transport;
- e. Assess proposals against the car and cycle parking standards set out in the Supplementary Planning Documents; and
- f. Require new development to make reasonable on-site, off-site or financial contributions in accordance with Policy SP5 including (but not limited to):
 - i. The creation or improvement of routes to, from or in the vicinity of the site;
 - ii. The provision of crossings, underpasses, bridges or other appropriate means of traversing significant barriers for pedestrians and cyclists;
 - iii. The implementation of parking control measures within or in the vicinity of the development site; and / or
 - iv. The implementation of other transport schemes identified in our delivery plans.

Policy IT5: Parking and Access

Planning permission will be granted where proposals comply with the requirements of the Parking Provision Supplementary Planning Document. Major development proposals, including redevelopments and changes of use, must additionally:

- a. Demonstrate how the development will be served by passenger transport. Planning obligations will be sought to provide services and facilities where appropriate; and
- b. Make the following provisions for pedestrians and cyclists:
 - i. Safe, direct and convenient routes within the development;
 - ii. Links to existing cycleway and pedestrian networks;
 - iii. Appropriate means of crossing vehicle roads within, or adjacent to, the site;
 - iv. Adequate landscaping and lighting of routes both within the development and on any new external links;
 - v. Contributions towards improving cycleways and pedestrian routes serving the development site, where appropriate;
 - vi. Secure bicycle parking provision; and
 - vii. Ancillary facilities such as changing rooms, showers and lockers, where appropriate.

Planning permission for development proposals which result in the loss of off-street parking spaces (excluding public car parks) or formally defined on-street bays will be granted where:

- c. The parking lost is replaced as near as possible to the existing provision in an accessible location; or
- d. It can be demonstrated that the provision is not suitable or required.

Policy IT8: Public Parking Provision

Planning permission resulting in the loss of existing public car or cycle parking provision will be granted where:

- i. Existing spaces are replaced within or adjacent to the new development;
- ii. Replacement car and cycle-parking provision are made within 200 and 80 metres walk respectively of the key attractors currently served; or
- iii. It can be robustly evidenced that the parking is no longer required.

Applications for new public car or cycle provision will be supported in principle where they respond to a demonstrated need and do not take land specifically allocated or otherwise protected for other uses.

1.8 The following policies and guidance have been taken into account:

National

- National Planning Policy Framework (2019)

County

- Hertfordshire's Local Transport Plan 4, 2018-2031 (2018)
- Roads in Hertfordshire: Highway Design Guide, 3rd Edition (2011)

Local

- Future Town, Future Transport - A Transport Strategy for Stevenage (2019)
- Stevenage Local Plan (2019)
- Stevenage Mobility Strategy (2016)
- Stevenage Design Guide (2009)
- Stevenage Parking Strategy (2004)

1.9 It also takes into account best practice guidance such as the Department for Transport's Manual for Streets (2007).

National policy approach

1.10 National policy is to locate new development preferably where it is highly accessible by passenger transport, walking and cycling. New development should offer a realistic choice of means of access in order to minimise car-use.

- 1.11** NPPF Para 105 - If setting local parking standards for residential and non-residential development, policies should take into account:
- a) the accessibility of the development;
 - b) the type, mix and use of development;
 - c) the availability of and opportunities for public transport;
 - d) local car ownership levels; and
 - e) the need to ensure an adequate provision of spaces for charging plug-in and other ultra-low emission vehicles.
- 1.12** NPPF Para 106 - Maximum parking standards for residential and non-residential development should only be set where there is a clear and compelling justification that they are necessary for managing the local road network, or for optimising the density of development in city and town centres and other locations that are well served by public transport (in accordance with chapter 11 of this Framework). In town centres, local authorities should seek to improve the quality of parking so that it is convenient, safe and secure, alongside measures to promote accessibility for pedestrians and cyclists.
- 1.13** The Department for Transport's Manual for Streets explains how to design, construct, adopt and maintain new and existing residential streets, including offering guidance on how parking both on and off-street should be incorporated into new developments.

Hertfordshire County Council (HCC) approach

- 1.14** The Hertfordshire Local Transport Plan 4 seeks to achieve a travel demand reduction and a modal shift in transportation-use. In line with the Manual for Streets, LTP4 Policy 1 introduced a Transport User Hierarchy for the county.
- 1.15** LTP4 Policy 1: Transport User Hierarchy - To support the creation of built environments that encourage greater and safer use of sustainable transport modes, the county council will in the design of any scheme and development of any transport strategy consider in the following order:
- Opportunities to reduce travel demand and the need to travel
 - Vulnerable road user needs (such as pedestrians and cyclists)
 - Passenger transport user needs
 - Powered two wheeler (mopeds and motorbikes) user needs
 - Other motor vehicle user needs
- 1.16** LTP4 considers that greater traffic demand measures are essential in urban areas to achieve the modal shift in line with the Hierarchy to improve sustainable travel provision. This includes instigating parking restrictions as well as charges applied to on-street, off-street and potentially at workplace

parking. The document goes on to say that development proposals should align or be part of local parking policies so that decisions on parking standards and provision complement efforts to reduce demand for car use.

- 1.17** Not everyone subject to demand management policies will have viable alternatives to the car but they would benefit from reduced congestion and more reliable journeys.
- 1.18** HCC delegates the function of Parking Authority to the ten Borough and District Councils. Standards of parking to be provided in new development, or when changes of use of land are proposed, shall be in accordance with the requirements of the Local Planning Authority. HCC previously produced Roads In Hertfordshire: a Design Guide which predominantly offers guidance on on-street parking. The Design Guide recommends that the most appropriate solution will be to design for a level of on-street parking that takes account of the following factors:
- The overall level of car ownership in the immediate area;
 - The amount of off-street parking provided;
 - The amount of allocated parking provided;
 - The speed and volume of traffic using the street; and
 - The width and geometry of the street and its junctions

Stevenage approach

- 1.19** In responding to Government and county-wide guidance, Stevenage has adopted an approach to reduce car-use through the promotion of sustainable transport methods and by setting limits to parking provision within new development.
- 1.20** It is widely accepted that merely building additional capacity into the road network is not a suitable approach to mitigate future transport issues so the Local Plan (2019) is supported by a Mobility Strategy which seeks to promote a modal shift in Stevenage's transport network in line with Hertfordshire's LTP4.
- 1.21** As well as needing to mitigate future congestion issues, the Council declared a Climate Emergency Motion in 2019 and committed to aim to achieve zero carbon status in the town by 2030. Transport contributes greatly to overall carbon emissions, providing another important reason to try to reduce the use of privately-owned vehicles in favour of sustainable modes of transport.
- 1.22** Stevenage has an excellent network of public and active transport links and it is considered that a significant modal shift in transportation-use is possible in the town. The Council therefore prepared a Transport Strategy, "Future Town, Future Transport" (FTFT), to set out greater detail regarding the Council's ambitious approach to delivering sustainable transport, providing a strategy for coordinated action by the wide range of agencies and institutions involved in transport provision. FTFT commits the Council to reviewing the Parking Provision SPD (2012) to include aspirational levels of cycle parking, stricter levels of vehicle parking and an increased provision of electric vehicle charging infrastructure in new developments.

- 1.23** Modal shift will require multiple methods of incentivisation and discouragement. Setting levels of parking spaces is a key way of discouraging driving, however it must be done at an appropriate level that does not lead to further issues such as overcrowding on residential streets or overspill onto nearby streets.
- 1.24** As such, the Council considers that there is a clear and compelling justification, in line with NPPF paragraph 106, to set maximum parking levels and this is supported by the contents of the SBC Mobility Strategy and other Local Plan supporting studies.

Additional Stevenage considerations

- 1.25** A differentiation must be made between the parking provision required for developments where cars are kept/owned ('trip origin' - i.e. Residential developments) and developments which cars are used to get to ('trip destination' - i.e. Non-residential). It is important to acknowledge that car ownership is not the same as car usage and owning a car does not necessarily create congestion, only the using of the car does. It is important to note that the car is the most suitable form of transport for certain trips and will continue to be. Where this is the case, there is the opportunity to encourage car pooling/sharing, and electric vehicles to reduce congestion and environmental impacts.
- 1.26** There will need to be an appropriate quantum of town centre parking to ensure its ongoing viability in the medium term. This should still be set at a level, and therefore a price, which incentivises visitors to ride, walk, or take a bus into town. Over the long term, the total quantum of town centre parking may decrease to meet sustainability objectives. This will be set by the replacement Parking Strategy when adopted by the Council.
- 1.27** Parking on residential streets in Stevenage is of considerable local concern, with some roads not designed to accommodate on-street parking on both sides of the road. In some places this has a significant local impact on the function and feel of local areas. This SPD only controls parking provision within new development, and by setting maximum parking standards, seeks to reduce the overall number of private cars in Stevenage. It will be crucial that the impact of restricting parking on new sites is not the overspill of vehicles parking on nearby streets and this was taken into consideration when setting the parking standards.
- 1.28** Car pooling and car sharing, including car clubs, offer a significant opportunity to reduce parking requirements, particularly in residential developments. The advent of the electric car is also facilitated in this document, with all new off-street car parking spaces expected to be compatible with providing charging points to electric vehicles in the future.
- 1.29** Cycling is a fast, efficient, and healthy mode of transport, and Stevenage has one of the UK's best cycle networks. The Council is keen to encourage all residents to cycle or walk as their primary mode of transport. Consequently, this SPD sets out separate standards car and cycle for residential and non-residential development. For both development types, areas have been identified within the town where a reduction in the parking levels are thought to be appropriate. These 'Accessibility Zones' provide a local context when determining an appropriate quantum of parking for any individual development. The criteria are explained in Appendix 1.

2 Residential Parking Standards

2.1 Findings from the Census (2011) can be used to see the levels of car ownership of households in the borough. Table 1 shows the levels of car ownership per dwellings, split by number of bedrooms.

No. of Bedrooms	Average Car Ownership	Avg. car ownership, excl. households with 0 cars
1-bed	0.59	1.17
2-bed	0.97	1.34
3-bed	1.31	1.58
4-bed	1.79	1.94
5-bed	1.89	2.09
Total	1.20	1.56

Table 1 Average No. of Cars/Vans owned per household

2.2 Table 1 shows a clear relationship between the number of cars and the number of bedrooms in a household indicating that the approach of the Parking Provision SPD (2012) was appropriate.

2.3 Table 1 also shows that the limits set in the Parking Provision SPD (2012) exceeded the number of vehicles owned at the time the SPD was adopted. This gave leeway for the SPD to remain appropriate if car-ownership levels were to rise, and also meant that it was appropriate for 'Accessibility Zones' to be identified at particular locations where parking requirements could be lower.

2.4 Looking at the data in more detail, there is an obvious difference in car ownership between dwelling type. Table 2 illustrates the difference between ownership levels for houses/bungalows and those for flats/maisonettes/apartments. It is worth noting that even for houses/bungalows, car ownership is below the SPD (2012) limits other than for 1-bed houses discounting houses with 0 cars.

No. of Bedrooms	Avg. car ownership per house/ bungalow	Avg. car ownership per flat/ maisonette/ apartment	Avg. car ownership per house/bungalow excl. households with 0 cars	Avg. car ownership per flat/ maisonette/ apartment excl. households with 0 cars
1-bed	0.74	0.56	1.24	1.15
2-bed	1.04	0.80	1.37	1.26
3-bed	1.32	0.77	1.58	1.36
4-bed	1.80	1.00	1.94	1.33
5-bed	1.91	1.30	2.09	1.67
Total	1.34	0.65	1.61	1.21

Table 2 Average No. of Cars/Vans owned per household split by dwelling type

- 2.5** It is acknowledged that car ownership levels have increased since the adoption of the 2012 SPD and that an up-to-date Census could show that levels of car ownership are much closer to the Parking Provision SPD (2012) limits than the 2011 Census findings were, or potential higher. However, the Council is promoting a modal-shift in transportation use so it would be inappropriate to increase the parking limits in this document.
- 2.6** To strike a balance between the increase in car ownership and the sought decrease in car-use, it is appropriate to carry forward the car park limits from the 2012 SPD into the emerging Parking and Sustainable Transport SPD. However, these figures will be reduced in line with the aforementioned new Accessibility Zones, as explained later in this chapter. The publication of the next Census findings could necessitate a review of this document to reduce parking requirements if car ownership has fallen.
- 2.7** Table 3 sets out the Council's proposed car parking parking standards for new residential development. Where the level of provision calculated for a quantity of a particular size/type of dwelling results in a fraction of a space, the level of provision should be rounded up to the nearest whole number. If there is more than one size/type of dwelling being proposed as part of a development, the rounded up numbers of required spaces for each size/type of dwelling should be added together to give the overall required parking provision.

Description	Car parking requirement	
a) General needs		
i) 1 bedroom	1 space per house	1 space per flat
ii) 2 bedrooms	1.5 spaces per house	1.5 spaces per flat
iii) 3 bedrooms	2 spaces per house	1.5 spaces per flat
iv) 4+ bedrooms	2.5 spaces per house	2 spaces per flat
b) Houses in multiple occupation (i.e. Separate households sharing facilities) ⁽¹⁾	0.5 spaces per tenancy unit	
c) Sheltered housing for the elderly - warden control	0.5 to 1 spaces per unit	

Table 3 Residential parking standards

- 2.8** These limits apply to proposals for new residential development and to proposals at existing housing sites. For example, if a proposal was for development at a single existing household, such as an extension for an additional bedroom or a change the use of land to create additional parking space, the limits in Table 3 should be applied to the size of proposed development. For example, if a single house was being extended from a 3-bed to a 4-bed property, the finished house should have 3 parking spaces (2.5 rounded up to 3).

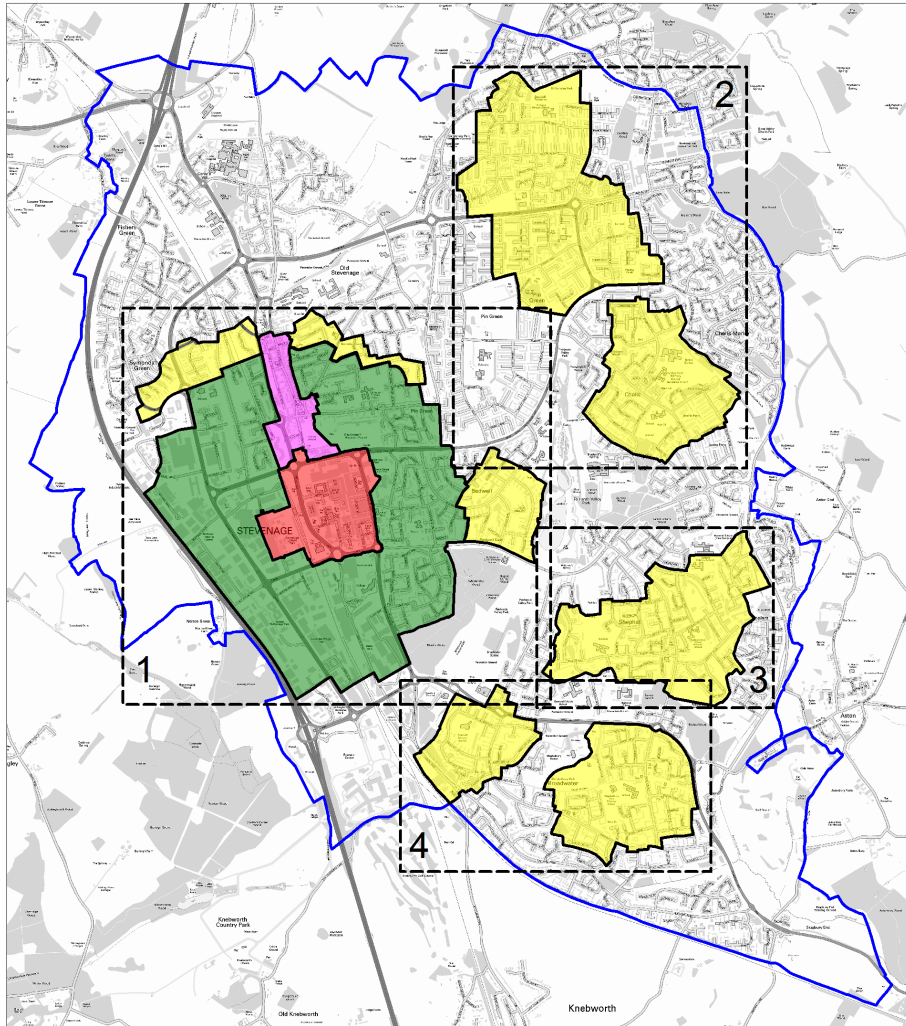
¹ Please note, the Council has made an Article 4 Direction which removes permitted development rights for changes of use from C3 (Residential) to C4 (HMO)

- 2.9** One space is defined as a space for parking one car e.g. a single garage, driveway or hardstanding. However, for new developments, garages will only be counted as a parking space where they meet the minimum size requirements of 6m X 3m.
- 2.10** Evidence shows that garages are often not used for parking provision, and are instead used for storage, or eventually converted into living accommodation. In line with advice contained within Manual for Streets and Roads in Hertfordshire, garages will only be counted as a parking space where they meet the minimum size requirements above, thus allowing for both storage and parking provision to be made.
- 2.11** The conversion of garages will only be permitted where lost spaces are reprovided within the curtilage of the dwelling to meet these standards.
- 2.12** There will be a presumption for the relevant standard above to be applied (subject to the Accessibility Zones identified below). Any parking provision proposed above or below the standard specified for that type of development will need to be justified through a Transport Assessment (TA), or within the Design and Access Statement, where a TA is not required.
- 2.13** Reductions below the standards may be permitted where the location and/or characteristics of the development could reduce car ownership levels. However, it is important that any existing residential car parking problems are not exacerbated. This will be a consideration when determining the acceptability of a lower level of parking provision. If under-provision is likely to increase on street parking problems, this will not be permitted.
- 2.14** Increased levels will generally be resisted, as these are likely to result in over-provision, which is not in accordance with our sustainability objective of reducing car use.
- 2.15** Guidance on the design and layout of parking provision is set out in Chapter 9 of this document.

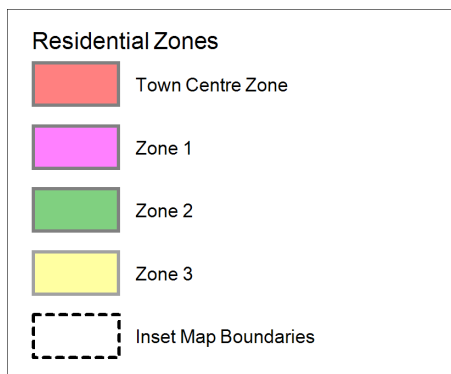
Reduced standards for areas within accessibility zones

- 2.16** National policy seeks to manage car use but not car ownership. Car use responds to non-car accessibility levels but car ownership need not. Thus residential parking standards are not considered to be directly amenable to the same zonal approach that applies to non-residential development. Car ownership responds to other factors that can relate to locational characteristics, which may reduce car ownership levels, including:
- housing with high accessibility to shops, jobs and services
 - housing with high accessibility to a wide range of public transport services.
- 2.17** In light of this, there are areas within the town where it is considered that lower levels of parking provision are likely to be appropriate. Accessibility Zones are shown on Map 1⁽²⁾ and are based on the locational criteria mentioned above to set out areas where lower levels of car ownership are likely (explained in more detail within Appendix 1).

2 Residential Accessibility Zone Inset maps 1-4 available in Appendix A



Map 1 Map of Residential Accessibility Zones



- 2.18** Reduced standards have been allocated to each of the zones by way of a percentage, representing the percentage allowance of the standards put forward in Table 3.

Accessibility Zone	Car parking provision recommended*
TC	0-25%
1	25-50%
2	50-75%
3	75-100%
*Expressed as percentages of the standards set out in Table 3	

Table 4 Accessibility Zone Reductions

- 2.19** Within each range, the higher percentage represents the maximum level of parking provision. The level of provision will normally be expected to fall within the range shown. The process of applying the parking standard in Table 3 should be completed prior to the discounting recommended in Table 4. The reduced standards will provide the basis for negotiations in these areas, as specific sites will have individual characteristics which need to be considered.
- 2.20** The introduction of residential uses into Central Stevenage will create several mixed-use development sites in the coming years. Where practical the Council will encourage the shared use of public parking facilities between different uses to maximise housing density and minimise land occupied by parking. Where residential use is proposed as part of a mixed-use development, e.g. housing over shops, car parking provision for the methodology in Section 4 of this document should be followed.

High-Density Town Centre Developments

- 2.21** Car-free residential developments may be permitted in the Town Centre, as identified by the TC Accessibility Zone on Map 1 and Inset Map 1.
- 2.22** The town centre has excellent accessibility by non-car modes and is within easy walking distance of shops, supermarkets, restaurants, bars and other facilities. The town centre regeneration is a unique, dense, place-making scheme in the town, and is therefore the one place in the borough where transport related to the development could be able to focus entirely on sustainable modes.
- 2.23** As well as reduced levels of parking at development sites within the town centre, developers may be asked to contribute to on-street parking controls to prevent residents living in these developments from parking on the street in surrounding areas. Due to the excellent non-vehicular connections and the range of proximate services and activities, the Council does not consider that residents living here have need for a car and we are keen to prevent the issue of overspill from Town Centre residents parking their cars on streets in the surrounding area.
- 2.24** Developers will be encouraged to provide car-share schemes for residents, run by the relevant management company, as specified in any legal agreements upon occupation of each development as an additional measure to reduce parking requirements.

Living Streets

- 2.25** As previously mentioned, overcrowding in residential streets is a cause for concern in Stevenage. Many narrow streets in the town weren't designed with the capacity to meet modern day levels of car-ownership and as such, many residential streets in the borough are dominated by parked cars. This is further exaggerated by issues of antisocial parking by cars and vans at different times of the day.
- 2.26** The Council is keen to reclaim streets for residents, pedestrians and cyclists by re-imagining and re-designing the use of space to make streets more attractive, more enjoyable and safer places to be. It has been shown that obstructing and slowing vehicles down to reduce or prevent through-traffic can help to transform residential streets from those dominated by cars and traffic, to places which encourage walking, cycling and interaction between neighbours and communities. They can promote active outdoor play for young people, as well as promoting active travel for all ages, helping to reduce obesity levels and increase health of all age groups. The lack of cars provides an improvement to air quality and reduces noise pollution for local residents. There may also be a knock-on effect of increased housing values.
- 2.27** As such, the Council supports the installation of Living Streets in new developments and/or the inclusion of Living Street principals retrofitted into existing streets.
- 2.28** The definition of a Living Street is not strictly defined but it is widely expected that any Living Streets would have significantly reduced levels of on-street parking, even if not in an Accessibility Zone. It is important that any requirements for parking spaces aren't merely displaced to other proximate locations, and that the space saved by removing parking spaces is safeguarded for public use, either through pedestrian/cycling routes or spaces for leisure and recreation. The exclusion of parking spaces should not lead to a reduced road width which does not provide any improvement to the street scene for residents and/or increases the density of housing.
- 2.29** Examples of Liveable Street projects can be found in Waltham Forest, Oxford and Tower Hamlets.

Strategic Sites

- 2.30** The Stevenage Local Plan (adopted 2019) contains three strategic sites identified for large scale residential-led, mixed-use development in Policies HO2: Stevenage West, HO3: North of Stevenage, and HO4 South East of Stevenage. Each site will contain land-uses other than residential dwellings, including important local facilities such as primary schools, shops, community services and leisure facilities. In line with Policy IT6: Sustainable Transport, the sites should also be well served by public transport.
- 2.31** Many of the non-residential requirements of these sites match the criteria of determining the extent of the Accessibility Zones (contained in Appendix 1). At the point of a Full or Reserved Matters application being submitted for any of these sites, the proposed layout of the development should enable the applicant and Council case officer to determine whether or not parts of the site are suitable to be categorised as an Accessibility Zone. If so, a reduced level of parking provision may be appropriate. If strategic sites are subject to phased applications, it could be that one phase meets the criteria to be categorised as an Accessibility Zone, whilst another phase does not.

2.32 Due to Stevenage's tight borough boundary, numerous strategic sites within our neighbouring authorities lie adjacent to strategic sites within Stevenage. Parking requirements in adjoining strategic sites should not be different merely because of the location on either side of a authority boundary. Parking levels in each site should be consistent with one another, where possible, and should take account of the services / facilities that reduce the need for car-use in the wider area, not just in the same authority as the development. Cross boundary authorities should also be prepared to work together to ensure that potential vehicle displacement, which may well occur cross-boundary where developments are close to the boundary, are resolved.

Loss of private car parking spaces

2.33 Where there is evidence of parking under-provision that is currently causing unacceptable impacts in the surrounding area, or where a loss of spaces would induce such effects, a proposed development must include measures that ensure such problems are not exacerbated or created. Measures may include providing replacement on-site parking spaces, but only after consideration is given to improvements to accessibility by non-car modes and a Travel Plan has been formulated. The package of measures will need to be justified in a TA.

Disabled car parking provision

2.34 Where communal parking is proposed, a minimum 5% of the total number of spaces should be designated for use by disabled people. This is in line with guidance set out in Manual for Streets. A higher percentage is likely to be necessary for elderly persons accommodation.

2.35 The number of disabled parking bays to be provided should be included in the total parking provision required, rather than in addition to it. However, it should always be provided at the full standard and should not be reduced according to Accessibility Zones.

2.36 Ideally parking spaces for disabled drivers should be provided in unallocated areas, including on-street, as it is not normally possible to identify which properties will be occupied by or visited by disabled people. These should be located as close as possible to building entrances.

2.37 Consideration should also be given to the provision of storage for mobility scooters, especially when dealing with schemes for elderly persons accommodation. The need for this will be assessed on a site by site basis.

Visitor Spaces

2.38 Visitor spaces must be provided at a standard of 0.25 spaces per dwelling. If parking is to be allocated, these will be in addition to the above standards. Where a significant proportion of parking is unallocated, additional visitor spaces would preferably not be provided.

2.39 The number of visitor spaces required may be reduced in line with Table 4. This will be assessed on a case by case basis depending on which Accessibility Zone a development is within.

3 Non-residential Parking Standards

3.1 The following table sets out the maximum non-residential car parking standards proposed by the council.

Description	Maximum car parking standards
B2	
General industry	
General industry	1 space per 50m ² gfa (lorry provision to be checked against benchmark standards)
B8	
Storage & distribution	
Wholesale distribution, builders merchants, storage	1 space per 75m ² gfa (lorry provision to be checked against benchmark standards)
Business Parks	
Mixed B2/B8 plus appropriate E Class (unless heavily orientated to B8) for use where individual land use components are not known	1 space per 40m ² gfa (lorry provision to be checked against benchmark standards)
C1	
Hotels & hostels	
a) Hotels	<p>All of the following:</p> <ul style="list-style-type: none"> 1 space per bedroom (including staff accommodation) 1 space per manager 2 spaces per 3 staff minus spaces related to staff bedrooms 1 space per 5m² dining area 1 space per 3m² bar area 1 space per 5m² public area in conference facility 1 space per 6m² of public area in exhibition hall <p>A minimum of 1 coach parking space per 100 bedrooms</p>

Description	Maximum car parking standards
b) Hostels	3 spaces per 4 units
i) Small (single parent or couple with no children)	1 space per unit
ii) Family (2 adults & 2 children)	
C2	
Residential Institutions	
a) Institutions/homes with care staff on premises at all times (excluding nursing homes, hospitals, residential schools, colleges or training centres)	1 space per 5 residents' bed spaces plus 1 space per 2 staff (non resident); Parking for resident staff to be based on general needs standard
b) Elderly persons residential & nursing homes (Category 3)	0.25 spaces per resident bed space; parking for resident staff to be based on general needs standard
c) Hospitals	1 space per 0.5 beds or to be decided on individual merits (including a full transport assessment & proposals in a green transport plan); special hospitals must be considered individually
d) Education - halls of residence	1 space per full-time staff plus 1 space per 6 students (but with linkage to student transport plans where appropriate)
E	
Commercial, Business and Service	
Retail foodstores	
a) Small food shops up to 500m ² gfa	1 space per 30m ² gfa
b) Food supermarkets exceeding 500m ² gfa but not exceeding 1,000m ² gfa	1 space per 18m ² gfa
c) Food superstores/hypermarkets exceeding 1,000m ² gfa	1 space per 14m ² gfa
d) Food retail parks	To be decided in each case on individual merits (shared parking & an overall reduction in provision, taking into account linked trips on site)
Non-food retail	
a) Non-food retail warehouses up to 1,000m ² gfa	1 space per 25m ² gfa
b) Non-food retail warehouses exceeding 1,000m ² gfa	1 space per 20m ² gfa
c) Garden centres up to 4,000m ² gfa	1 space per 20m ² gfa

Description	Maximum car parking standards
d) Garden centres exceeding 4,000m ² gfa	To be decided in each case on individual merits
e) Non-food retail parks where individual land use components are known	To be decided in each case on individual merits (shared parking & an overall reduction in provision, taking into account linked trips on site)
f) Non-food retail parks where individual land use components are not known	1 space per 40m ² gfa (shared parking)
Sale of food and drink	
a) Restaurants/café	1 space per 5m ² of floorspace of dining area plus 3 spaces per 4 employees
b) Roadside restaurants	1 space per 4m ² of floorspace of dining area plus 3 spaces per 4 employees
c) Transport café	1 lorry space per 3.5m ² gfa plus 3 spaces per 4 employees
Other food and drink not within specified Use Class	
a) Public houses/bars	1 space per 3m ² of floorspace of bar area plus 3 spaces per 4 employees
b) Hot food takeaway shops (excluding fast food drive thru restaurants)	1 space per 3m ² of floorspace of public area plus 3 spaces per 4 employees
c) Fast food drive thru restaurants	1 space per 8m ² gfa
Provision of Services	
Financial services, professional services, other services	1 space per 35 m ² gfa
Indoor Sport, recreation or fitness	
a) Badminton/squash courts	3 spaces per court
b) Fitness centres / sports clubs	1 space per 15 m ² gfa
c) Ten pin bowling	4 spaces per lane
d) Indoor bowls	4 spaces per rink
e) Places of entertainment/leisure parks for use when individual land use components are known	To be decided in each case on individual merits: parking for individual land use components should be based on the standards set out in this Guidance, but with an overall reduction in provision to reflect linked trips on site (all parking should be shared and an overall reduction of 25% should form the starting point for discussion)
f) Places of entertainment/leisure parks for use when individual land use components are not known	1 space per 15m ² gfa (shared parking)
Indoor recreation not within specified Use Class	
Cinemas (including multiplexes)	1 space per 5 seats
Medical or health services	

Description	Maximum car parking standards
Surgeries or clinics	3 spaces per consulting room plus 1 space per employee other than consulting doctors/dentists/vets
Creche day nursery or day centre	
a) Public halls/places of assembly	1 space per 9m ² gfa or 1 space per 3 fixed seats plus 3 spaces per 4 staff members
b) Community/family centres	1 space per 9m ² gfa plus 1 space per full-time staff member or equivalent
c) Day centres	1 space per 2 staff members plus 1 space per 3 persons attending; Or 1 space per 9m ² gfa
Business	
a) Offices	1 space per 30m ² gfa
b) Research & development, industrial processes	1 space per 35m ² gfa
F.1	
Learning and non-residential institutions	
a) Educational establishments (including residential)	All of the following:
i) schools	1 space per f/t member of staff 1 space per 100 pupils 1 space per 8 pupils over aged 17+ 1 space per 20 pupils aged under 17.
ii) further education	1 space per f/t member of staff plus 1 space per 5 f/t students
iii) nursery schools/playgroups	1 space per 4 pupils

Description	Maximum car parking standards
Note: overspill parking for community purposes (outside school day) should be catered for by use of dual purpose surfaces such as school play areas.	
b) Libraries	1 space per 30m ² gfa of freestanding development (otherwise assessed on merits)
c) Places of Worship	1 space per 10m ² gfa
d) Miscellaneous cultural buildings	2 spaces plus 1 space per 30m ² of public floorspace
F.2	
Local community	
Outdoor sport or recreation	
a) Outdoor sports grounds	
i) with football pitches	20 spaces per pitch
ii) without football pitches	50 spaces per hectare
b) Tennis court	4 spaces per court
c) Golf	
i) 18 hole golf course	100 spaces
ii) 9 hole golf course	
iii) golf driving range	60 spaces
iv) golf courses larger than 18 holes &/or for more than local use	1.5 spaces per tee
	to be decided in each case on individual merits
Pools or rinks	
a) Swimming Pools	1 space per 15 m ² gfa
b) Ice rinks	1 space per 12 m ² gfa of rink
Motor trade related	
a) Showroom car sales	3 spaces per 4 employees plus

Description	Maximum car parking standards
	1 space per 10 cars displayed
b) Vehicle storage	3 spaces per 4 employees plus 2 spaces per showroom space or provision at rate of 10% annual turnover
c) Hire cars	3 spaces per 4 employees Plus 1 space per 2 hire cars based at site
d) Ancillary vehicle storage	3 spaces or 75% of total if more than 3 vehicles
e) Workshops	3 spaces per 4 employees plus 3 spaces per bay (for waiting & finished vehicles) in addition to repair bays
f) Tyre & Exhaust	3 spaces per 4 employees plus 2 spaces per bay
g) Parts stores/sales	3 spaces per 4 employees plus 3 spaces for customers
h) Car wash/petrol filling station	3 spaces per 4 employees plus 3 waiting spaces per bay or run in to row of bays (additional parking is required where a shop is provided)
Passenger transport facilities	
a) Rail stations	to be decided in each case on individual merits

Description	Maximum car parking standards
b) Bus stations	to be decided in each case on individual merits
c) Other uses within unspecified Sui Generis category	to be decided in each case on individual merits
d) Other uses within specified Use Classes	to be decided in each case on individual merits
<p>Notes:</p> <ul style="list-style-type: none"> ■ <i>gfa</i> = gross floor area ■ <i>rfa</i> = retail floor area ■ <i>l/t</i> = long term ■ <i>s/t</i> = short term ■ <i>f/t staff</i> = full-time staff equivalents 	

Table 5 Non-residential parking standards

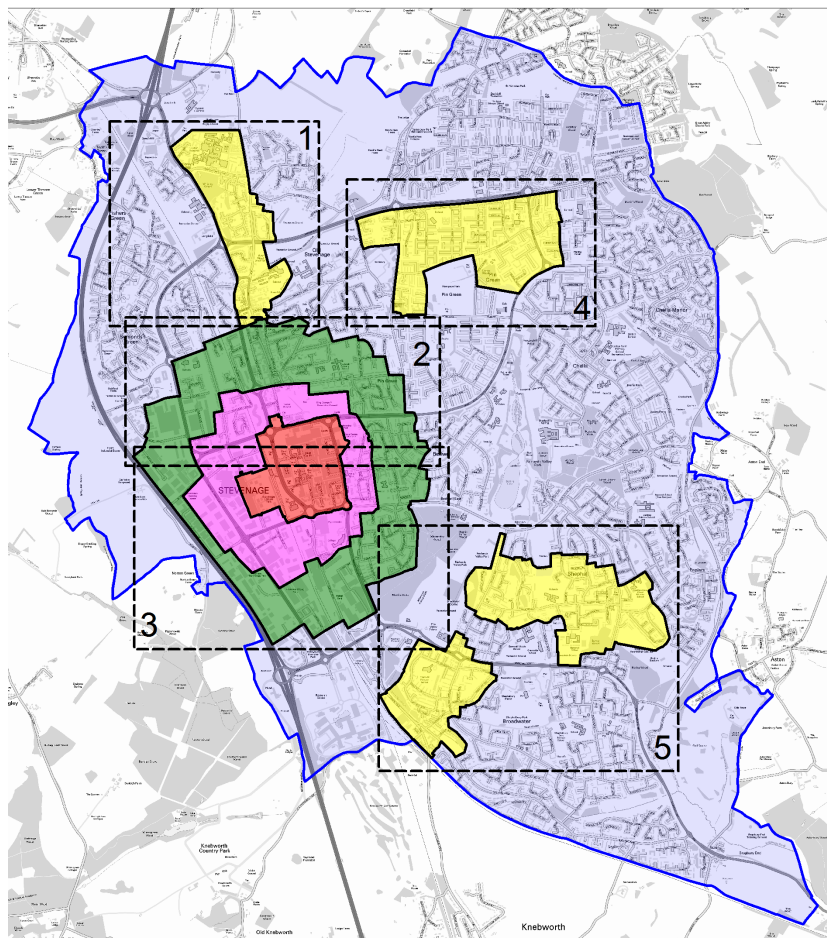
3.2 Vehicle parking provision above these standards will not be permitted, unless it can be satisfactorily demonstrated through a Transport Assessment that exceptional circumstances exist.

Use Classes Amendments

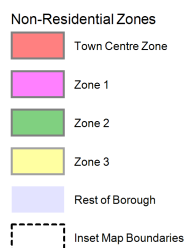
3.3 The Town and Country Planning (Use Classes) (Amendment) (England) Regulations 2020, granted freedom for a wider variety of changes-of-use without requiring planning permission. To reduce the potential for subsequent changes-of-use causing more significant impacts than initially mitigated for, the Council will assess applications for development within broad Use-Classes such as E - Business, Commercial and Service for the Highways/parking impacts of a worst case scenario based on what could be permitted by granting planning permission for that Use Class. If an application merely mitigates against the initially proposed land use rather than the worst land use within a broad Use Class, the Council may look to include restrictive conditions or covenants in a Section 106 agreement to prevent a subsequent change-of-use. This approach would be used to ensure that the Council can request that developers provide sufficient mitigation for the potential increased impacts caused by a change-of-use.

Reduced standards within Accessibility Zones

- 3.4** In some areas of the town, the ease of access by passenger transport and access to daytime public parking allows for lower levels of parking to be provided for private non-residential uses. Adoption of the standards above without further reduction would over-provide in locations where non-car accessibility is good or, just as importantly, can be improved.
- 3.5** Accessibility zones are shown in Map 2⁽³⁾ and are based on the proximity of passenger transport.



Map 2 Non-residential Accessibility Zones



3 Non-Residential Accessibility Zone Inset Maps 1-5 available in Appendix 1

Non-residential Parking Standards

3.6 The zonal mapping process allows for progressive reductions in parking provision to be made accordingly. The resulting reductions are set out in Table 5.

Zone type	Car parking provision allowed*
TC	site by site assessment**
1	0-25%
2	25-50%
3	50-75%
All other areas	75-100%
* Expressed as percentages of the standards set out in Table 5	
** See Chapter 4 for more details	

Table 6 Zonal reductions

3.7 These ranges (expressed as percentages of the standards set out in Table 3) identify the degree of restraint to be applied to new development within each zone type. Within each range, the higher percentage represents the maximum level of parking provision. The level of provision will normally be expected to fall within the range shown.

3.8 The general presumption is to use the lower provision that applies within each range. The range allows fine-tuning according to considerations such as:

- the nature of the development
- local traffic conditions
- the relevance of rail services
- the existing public parking supply.

3.9 A provision higher than the maximum standard (including zonal reduction) will only be permitted in exceptional circumstances, and where it can be demonstrated in a TA that this is justified.

Disabled motorists

3.10 The minimum parking standards for disabled motorists, in accordance with Building Standards 8300-1: 2018: Design of an Accessible and Inclusive Built Environment are set out below:

Building Type	Car park Size		Future Provision
	No. of spaces* for for each employee who is a disabled motorist	No. of spaces* for visiting disabled motorists	No. of enlarged standard spaces**
Workplaces	One space	5% of total capacity	A further 5% of total capacity
Shopping, recreation and leisure facilities	One space	6% of total capacity	A further 4% of total capacity
Education	One space	5% of total capacity	A further 5% of total capacity
Railway buildings	One space	5% of total capacity	A further 5% of total capacity
Religious buildings and crematoria	Two spaces or 6% (whichever is the greater)		A further 4% of total capacity
Sports facilities	Determined according to the usage of the sports facility***		
Hotels	One space per accessible bedroom		

* Parking spaces designated for use by disabled people should be 2.4m wide by 4.8m long with a zone 1.2m wide provided between designated spaces and at the rear, outside of the traffic zone, to enable a disabled driver or passenger to get in or out of a vehicle and access the boot safely.

** Enlarged standard spaces should be 3.6m wide by 6m long that can be adapted to be parking spaces designated for use by disabled people to reflect changes in local population needs and allow for flexibility of provision in the future.

*** Further detailed guidance on parking provision for sports facilities can be found in the Sport England publication Accessible Sports Facilities 2010.

Table 7 Parking provision for disabled motorists

Phased restraint

3.11 Phased introduction of restraint may be acceptable at some new developments e.g. the removal of parking spaces/reduction in the number of spaces per phase of built development, after a specified period or when accessibility to the site by non-car modes is improved. Appropriate developments are likely to be large scale and for regeneration areas or large brownfield sites not ideally located in transport terms. Developments completed in line with the old Parking Provision SPD could also now be suitable a reduction in parking level and could apply to reduce levels of on-site parking in line with these new requirements.

3.12 Nevertheless, travel patterns (particularly those of employees) tend to become established at the outset of starting a new job and initial car dependence may subsequently be hard to break. It is therefore important not to exaggerate allowances made in these circumstances.

Park and Ride

3.13 There may be an opportunity to establish a Park and Ride scheme which could reduce congestion and the need for parking in the Town Centre or Employment Areas. However, a potential scheme should be designed with the primary aim of reducing car-use overall rather than reducing congestion in a localised area.

3.14 A Park and Ride scheme would not be acceptable, for example, if it improved access to the town centre but, as a result, conversely, increased the number of drivers in the wider area. This could occur if the Park and Ride scheme made accessing the Town Centre sufficiently easy so as to attract more people to drive to the Park and Ride terminal than originally drove to the Town Centre. Schemes have caused this issue historically and this is not something the Council would wish to promote. It may be more appropriate to implement other support for existing bus services, such as small parking areas or sustainable transport hubs close to existing bus stops to promote their inclusion in a multi-part journey.

3.15 The Council has long supported a potential Park and Ride scheme that offers a circular route around the employment area on Gunnels Wood Road and other key destinations within the town. This would be particularly attractive if it utilised electric buses.

3.16 A Park and Ride scheme could have a regional focus with the aim of reducing the level of overall car-use in a wider-than-Stevenage area rather than merely being a Stevenage-focussed scheme. This could incorporate numerous Park and Ride terminals across local towns including Stevenage, Letchworth, Hitchin and Welwyn Garden City and would seek to promote passenger transport between towns, rather than merely within a town. It should also seek to promote sustainable forms of transport to and from each terminus. This could incorporate pedestrian routes, electric charging points or cycle hubs/parking as specified elsewhere in this document.

3.17 Sufficiently sized-sites, based on a detailed Feasibility Study created with input from bus operators, would need to be located on the Strategic Road Network and with easy access for users and on direct routes to the locations where routes would be likely to terminate or stop at.

3.18 It is likely that any Park and Ride scheme would require significant bus priority measures as well as a reduction in town centre car parking availability to incentivise the use of such a service. Demand is vital for a Park and Ride project to be commercially viable and it is likely that unless current levels of car-use are significantly reduced, there would not be sufficient potential customers.

3.19 Other standards for car and bicycle parking within this Parking Provision and Sustainable Transport SPD are in line with the Transport Hierarchy from the Hertfordshire Local Transport Plan 4 and should be provided off-road which would leave additional on-road capacity to enable passenger transport to run more efficiently.

4 Mixed-Use Sites and Town Centre Parking Provision

Mixed-use sites and linked trips

- 4.1** Exact parking standards are not provided for mixed-use sites. Parking provision for such developments should be calculated on a site by site basis, and assessed via the TA process.
- 4.2** As a starting point, parking requirements for each individual land-use should be calculated, incorporating the reductions allowed by residential and non-residential Accessibility Zones. However, this is merely a starting point as mixed-use sites offer great potential for different land-uses to share parking provision. This means that overall parking could be reduced significantly below the accumulated demand of each individual land use on-site. An assessment should be undertaken to take account of linked trips on site and the fact that time profiles of car parking demand will vary according to use.
- 4.3** It is expected that parking provision on mixed-use sites would be below the accumulated demand of each individual land-use's requirements from Tables 4 and 6, however, if that is deemed inappropriate by a TA, the Council would seek parking provision in line with the lower end of the percentages in Tables 4 and 6. As an additional method of reducing parking provision, residential parking on mixed-use sites should be predominantly unallocated to maximise the opportunity to share parking spaces between different land-uses. Developers are advised to submit a Parking Management Plan to show how shared parking will work.
- 4.4** Research⁽⁴⁾ shows that trip rates for retail parks are significantly lower than the sum of the individual land use components. Linked trip-making can reduce parking demand by up to 50% and a reduction of 25% appears readily attainable. A similar pattern will apply to mixed leisure developments. Developers should demonstrate such effects in their TAs.
- 4.5** Single land use sites that have multiple functions e.g. schools used for community purposes outside of the school day raise similar issues to be addressed through TAs. In these instances, consideration should be given to the use of dual purpose surfaces such as school playing areas doubling as car parks if occasional overspill parking is envisaged.
- 4.6** Where a new use is being added to an existing site, parking provision should be based on the parking requirements of the site as a whole. Parking requirements should not just be based on the needs of the individual land-use being introduced to the site. For example, if adding residential properties to a site with existing offices, the applicant should look to provide a quantum of new parking spaces that, in combination with existing levels of parking, meets the demand of the existing and proposed uses. The overall parking requirements should take account of the new Accessibility Zones and should assess the opportunity for shared parking as a way of reducing levels of parking on-site.

Town centre development

- 4.7** Non-residential development within the town centre will not follow the maximum standards provided in Table 5. Parking provision for such developments will be calculated on a site by site basis, and assessed via a Transport Assessment.
- 4.8** Town centre developments should meet any parking needs through shared public parking provision. Dedicated provision for customers and staff will only be permitted in exceptional circumstances.

4 for the TRICS consortium (Transport Characteristics of Non-Food Retail Parks, TRICS Report 97/1, 1998)

- 4.9** It will be important to ensure that the supply of town centre parking is sufficient to support the vitality and viability of the retail economy. Town centre developments may necessitate changes in public parking supply. To ensure that an appropriately balanced level of town centre parking is maintained, Transport Assessments should justify the level of parking proposed having regards to:
1. The existing level of parking on the site;
 2. The uses proposed to be developed on the site;
 3. The status and progress of other town centre developments and their net parking change;
- 4.10** The acceptability of proposals for parking provision within these areas will be assessed in relation to the adequacy of the existing public parking supply. A Transport Assessment will form the basis for this assessment. This will be informed by the Stevenage Parking Strategy 2004 (or replacement strategy document), the Retail Capacity Study and the town centre allocations included in the Local Plan.
- 4.11** Where the parking needs of a development cannot be accommodated by the existing supply of public parking provision, developers will be required to provide for publicly-available car parking as part of their proposals.
- 4.12** The provision of public parking by developers will involve:
- funding new car parking structures within the development site, and/or
 - funding new car parking structures in other suitable off-site locations.
- 4.13** If funding is for off-site spaces then a per space contribution will be sought based on the cost of providing one multi-storey car parking space.
- 4.14** In principle, the level of public parking provision (that will be sought as multi-storey car parking structures) will be in proportion to each development's contribution to total regeneration floorspace. A higher or lower level of provision than that determined by a development's contribution towards total regeneration floorspace may be acceptable if this can be justified through a TA.
- 4.15** Any new car park(s) will be subject to planning conditions and legal agreements that provide for their control and management.
- 4.16** In addition, developers may be asked to fund suitable on-street parking controls, if there is likely to be a significant time-lag between redevelopment and replacement of lost parking spaces. This issue should be addressed in the relevant TA.

Future conversion of parking spaces

- 4.17** The current level of parking in the town centre is very high which is an economic benefit to town centre retailers and employers. The Council does not want to jeopardise the health of the town centre, but does over time want to create mode shift for journeys into the town centre away from the private car and onto more sustainable modes.

4.18 Through policies and behavior change, it is hoped that fewer people will access the town centre by private car. If this occurs, it might create opportunities to convert a portion of town centre car parking into new town centre floorspace. To achieve this, new parking should be designed in such a way that it can be converted into another use in the future. This will include consideration of floor-to-ceiling heights, outlook, pedestrian access, and materials.

Car Sharing

4.19 In line with the Council's active encouragement of sustainable transport, a dedicated supply of car pooling or car sharing parking will be required as part of the new town centre suite of parking supply. Only cars which are enrolled in a recognized car share program, and are made available for a specified minimum amount of time would be eligible to park in this area/s.

4.20 It would be suggested that the price for parking in this area/s is lower than for standard private parking. Car sharing can be accomplished through a car share company, who either supply the car(s) to be shared or set up mechanisms to allow private car owners to share their own vehicles at specified times or arrange lift-sharing when multiple individuals on the car share scheme have compatible journeys which they can make together. This arrangement will mean that fewer cars are needed to accommodate the same number of trips, thereby freeing up parking space elsewhere in the town, while also fostering reduced car ownership.

5 Electrical Charging

- 5.1** The motor industry has started to transition from internal combustion engine towards hybrid electric-petrol, and electric vehicles. There are benefits associated with this in terms of improved local air quality, reduced carbon dioxide emissions, and noise pollution impacts, and cheaper overall travel. Electric vehicle use is set to reach 25% by 2030⁽⁵⁾ and the Council wants to support this transition. As such, the Council would like new developments to abide by the following requirements:
1. All new car parking should be designed to fulfill a Passive Electrical Vehicle Charging Point standard. This will mean that the underlying infrastructure is provided for connection to the electricity network but it will need to be activated through the installation of a charge point to be used in the future as technologies evolve and uptake increases.
 2. The blend of access to charging points provided within new developments (i.e. public, restricted access, open access, shared) should be determined having regard to a travel plan.
 3. A minimum of 20% of new parking on a site should have access to an active EV charging point.
 4. A flexible approach to the requirement for speed of charging will be taken due to the pace of change of this technology. Ultra-fast charging points will become expected at short term, non-residential parking spaces as technology improves to make the use of electric vehicles more efficient.
- 5.2** All EV charging points should be protected from weather if they are located outdoors. They should also be protected from collisions with cars and therefore their positioning is important. EV Charging Points can be further protected from cars by using a metal “cage” around them and should also be positioned in a manner that minimises the trip risk from the cable connecting the EV to the charging point.
- 5.3** EV charging points should be supplied for a range of parking spaces, including disabled parking bays. For flatted developments, all EV charging points should be unallocated. In proposed non-flatted housing developments, the Council's preference would be for all allocated spaces in the curtilages of an individual house to be designed to a Passive EV Charging point standard, and the majority of the 20% Active Charging Points being in shared, unallocated spaces. This would allow individual home owners to install their own Charging point easily, if they purchased an EV. However, the Council appreciates that not all housing developments will have unallocated shared spaces if spaces can be provided within the curtilages of proposed houses.
- 5.4** EV charging should also be promoted for non privately-owned cars. Proposals to promote EV charging for passenger transport and commercial fleets will be supported by the Council as the roll-out of EV vehicles of all types accelerates. The Council would also be supportive of charging points being included in proposals for cycle and scooter storage as part of developments.

5 <https://www.gov.uk/government/statistical-data-sets/all-vehicles-veh01>

6 Additional Requirements

Powered two-wheelers

- 6.1** Developers will be expected to allow for around 5% of the total stock of publicly accessible vehicle parking spaces to be for motorcycle use.
- 6.2** This standard accords with advice on motorcycle use and parking provision produced by the Institute of Highways Engineers⁽⁶⁾.
- 6.3** The use of mopeds, scooters or small motorcycles can be beneficial in replacing car journeys; thus reducing congestion and emission levels. Secure parking for powered two-wheelers should be considered on its merits in every instance, taking into account the needs associated with the type of development proposed, particularly as its demands on development land are limited compared to those associated with car parking (i.e one car parking space can accommodate 5 or 6 motorcycles). Under or over-provision will be assessed on a site by site basis.

Service vehicle/lorry parking requirements

- 6.4** The following figures should be used as a guidance for what is likely to be considered acceptable in terms of service vehicle parking requirements:
 - B2 general industrial: 1 lorry space per 200 m² to 1 lorry space per 1,000 m² gross floor area
 - B8 warehousing/storage and distribution: 1 lorry space per 200 m² gross floor area (minimum 1 space) to 1 lorry space minimum plus 1 lorry space per 500 m² gross floor area.
- 6.5** The ranges reflect the variation in such standards and are not intended to reflect location. Provision for proposed developments will be assessed on a case by case basis.
- 6.6** In terms of other land uses (e.g shops and offices) any service vehicle/lorry parking requirements are likely to be very specific to the operation in question. Therefore, the onus will be on the developer to make a convincing case. Requirements are likely to differ from those of B2/B8 uses where parking may well be required to accommodate lorries overnight.
- 6.7** The benchmark standards above were identified by Hertfordshire County Council, following a review of lorry parking standards adopted/proposed by authorities outside of Hertfordshire.

6 IHIE Guidelines for Motorcycling: improving safety through engineering and integration, Version 1.1, Nov 2007

7 Cycle Parking Standards

Cycle Parking

7.1 The minimum cycle parking standards for all new development within the borough set below. Levels were originally set in the SBC Cycling Strategy (2018).

Land Use		Long term minimum cycle parking standard	Short term minimum cycle parking standard	
B2	General industrial	1 space per 500 sqm	1 space per 1,000 sqm GFA	
B8	Storage and distribution			
C1	Hotels	1 space per 20 bedrooms	1 space per 50 bedrooms	
	Hostels	1 space per 2 units		
C2	Hospitals	1 space per 5 staff	1 space per 30 staff	
	Care homes / secure accommodation		1 space per 20 bedrooms	
	Student accommodation	1 space per 2 bedrooms	1 space per 40 bedrooms	
C3-C4	Residential (without garage)	1-bed	1 space per 40 units	
		2-bed		2 spaces per unit
		3-bed		3 spaces per unit
		4-bed		
	Houses in multiple occupation (without garage)	1 space per bedroom		
E	Food Retail	From a threshold of 100 sqm: -1 space per 175 sqm	1 space per 150 sqm GFA	
	Non-food retail	From a threshold of 100 sqm: -First 1000 sqm: 1 space per 250 sqm -Thereafter: 1 space per 1000 sqm	1 space per 350 sqm GFA	
	Cafes and restaurants	From a threshold of 100 sqm:	1 space per 100 sqm	
	Finance/professional services	-1 space per 175 sqm		
	Offices	1 space per 500 sqm	1 space per 1,000 sqm GFA	

Land Use		Long term minimum cycle parking standard	Short term minimum cycle parking standard
	Light industry and research		
	Sports clubs, gyms and indoor racket sports	1 space per 8 staff	1 space per 100 sqm
	Ten pin bowling, indoor bowls	1 space per 10 FTE staff	1 space per 3 lanes 1 space per 25 spectator seats
	Health centre and dentist	1 space per 5 staff	1 space per 3 staff
	Nurseries	1 space per 8 staff + 1 space per 8 students	1 space per 100 students
F.1	Primary and secondary schools	1 space per 8 staff + 1 space per 8 students	1 space per 100 students
	Universities and colleges	1 space per 4 staff + 1 space per 20 FTE students	1 space per 7 FTE students
	Libraries and misc. cultural buildings	1 space per 8 staff	1 space per 100 sqm GFA
	F.2 Public halls / places of worship	1 space per 8 staff	1 space per 100 sqm GFA
F.2	Places of assembly, community centres,	1 space per 8 staff	1 space per 100 sqm GFA
	Outdoor sports grounds		1 space per 10 players at busiest period
	Golf	5 spaces per 9 holes	
	Swimming pools, , ice rinks,	1 space per 8 staff	1 space per 100 sqm
Sui Generis	Drinking establishments	From a threshold of 100 sqm:	1 space per 100 sqm
	Takeaways	-1 space per 175 sqm	
	Cinemas	1 space per 8 staff	1 space per 30 seats
	Car showroom, vehicle storage, hire cars, petrol filling station etc	as per the most relevant other standard	as per the most relevant other standard

Table 8 Cycling Parking Standards

7.2 The minimum cycle standards differentiate between long and short stay provision, as the type of provision which needs to be made for each is different. The standards are based on “full-time equivalent” staff numbers where relevant. Provision on this basis can relate directly to mode choice

targets. The standards are based on a mode choice target of 10%. This ambitious target is considered suitable for Stevenage, due to the town's exceptional infrastructure for cyclists. Cycle parking should be provided as close as possible to the entrance of the facility it serves, so that it offers a real advantage over using a private vehicle.

- 7.3** Cycle parking provision at a specific development should be increased to allow for higher levels of cycling where local characteristics and employee travel plans indicate that this would be appropriate.

Variation of Parking Type by Land Use

- 7.4** The type of cycle parking provision required will vary depending on its use and up to date best practice guidance should be used at the point of application for any proposal.
- 7.5** In public areas, cycle parking should be well overlooked to allow for maximum security. For short stay use such as this, Sheffield stands are generally appropriate, as these provide a simple and effective facility.
- 7.6** For longer stay use, such as for employment premises, covered parking areas should be provided either within the building itself or located in close proximity to the building entrance. This will allow for weather and security protection. This can be accommodated through the use of cycle lockers or secure cycle sheds. For employment premises, shower facilities should also be provided in conjunction with these facilities.
- 7.7** In terms of residential development, particularly flatted developments, there is a preference for shared cycle parking facilities to be provided, as opposed to providing spaces within each dwelling, as this is normally more efficient. Shared cycle parking facilities should be secure and convenient to use, ideally provided by a cycle shed. Cycle parking must be covered. Short stay cycle parking should also be provided for visitors. For non-flatted developments, long term cycle parking should be provided for each dwellings with short term parking provided communally.
- 7.8** Some forms of cycle parking are inappropriate for all cyclists or all forms of cycles that cyclists use. For example, "double decker" parks are inaccessible for those that ride adapted bikes or less traditional bike such as a recumbent. The type of parking installed should be designed to be used by anybody and should not prohibit certain users or bikes from use.

Town Centre

- 7.9** Future residents in the town centre are likely to rely on sustainable transport more than residents outside of the town centre. Residential developments in the town centre should therefore go beyond the standards set out above in Table 8. To encourage greater numbers of cycling trips into the town centre, non-residential developments should also exceed the standards in Table 8 and locate high quality parking facilities close to key locations which minimise the distance cyclists must walk to reach their destination.
- 7.10** The town centre has historically been pedestrianised. As such, where appropriate, town centre developments should make financial contributions towards measures to enable cycling to be undertaken easily and safely within the town centre.

Cycle Hubs

- 7.11** The Council has already opened one Cycle Hub in Fairlands Valley Park and other locations in the borough are considered suitable for additional facilities. In particular the Council is keen for Cycle Hubs to be installed in the town centre and at the rail station. Cycle Hubs could consist of many configurations but key aspects could include: secure parking, changing facilities, mechanical assistance and cycle hire opportunities. The town centre and rail station are considered important locations for Cycle Hubs due to their importance as key trip destinations.
- 7.12** Cycle hubs should be in publically-accessible locations which help to promote multi-part journeys (ie. home to station, station-station, station to work) be undertaken by sustainable modes instead of relying on privately-owned vehicles being used for part of a journey. This would have the dual benefit of reducing congestion and reducing the amount of parking spaces being used all day at car parks close to the station.

Cycle Hire

- 7.13** The council is also keen to introduce a cycle hire scheme in the borough. This would consist of an amount of bikes being made available for short-term hire by users of the scheme. Bikes are likely to be kept at 'docking' stations in strategic locations on key routes and at key destinations. Docking stations should be an appropriate size for the particular location, based on projected use. For example, stations in residential areas are likely to require fewer parking bays than stations in the town centre or by a large employment site.
- 7.14** Stations should be located in areas that maximise their accessibility to potential users. This could be at future Cycling Hubs, by key employment sites, at the bus and rail stations, in community or neighbourhood centres, and/or close to key routes and key destinations, promoting increased use of the segregated cycle network.
- 7.15** A scheme may incorporate electric bikes, in which case, the provision of active charging points will need to be taken into account.

8 Transport Statements, Assessments, and Travel Plans

Transport Statements & Assessments

- 8.1** Local Plan Policy IT4 requires Transport Assessments (TAs), Transport Statements (TSs), and Travel Plans (TPs) to be prepared and submitted for developments that have significant transport implications.
- 8.2** County guidance, Roads in Hertfordshire, sets out the criteria for schemes which will generally require a Transport Statement or Assessment. These have been translated into the Local Plan:

Transport Statement	Transport Assessment
<ul style="list-style-type: none"> Residential development of between 50 and 80 units; Non-food retail development of between 800m² and 1500m² floorspace; Class B1 (now within Class E) Business of between 1500m² and 2500m² floorspace; Class B2 General industrial of between 2500m² and 4000m² floorspace; Warehousing development of between 3000m and 5000m floorspace; 	<ul style="list-style-type: none"> Residential development of over 80 units; Non-food retail development of over 1500m² floorspace; Class B1 (now within Class E) Business of over 2500m² floorspace; Class B2 General industrial of over 4000m² floorspace; Warehousing development of over 5000m² floorspace.

Thresholds for Transport Statements and Assessments

- 8.3** An assessment may also be required for smaller developments if significant transport impacts are likely. Examples include proposals which are in a sensitive location, where congestion already exists, where a high level of traffic is expected to be created, and proposals for certain leisure facilities.
- 8.4** Pre-application discussions should be held with the Borough Council, as well as Hertfordshire County Council, as the Local Highway Authority, in order to determine whether or not a TA is required.

What a Transport Statement or Assessment should contain

- 8.5** The coverage and detail of a TA should reflect the scale of development and the extent of the transport implications of the proposal. However, the following main subjects should be covered:

Transport Statement

- Existing conditions - including site information and baseline transport data;
- Proposed development - including information such as site accessibility, parking strategy, traffic impacts of construction, drawings and trip generation.

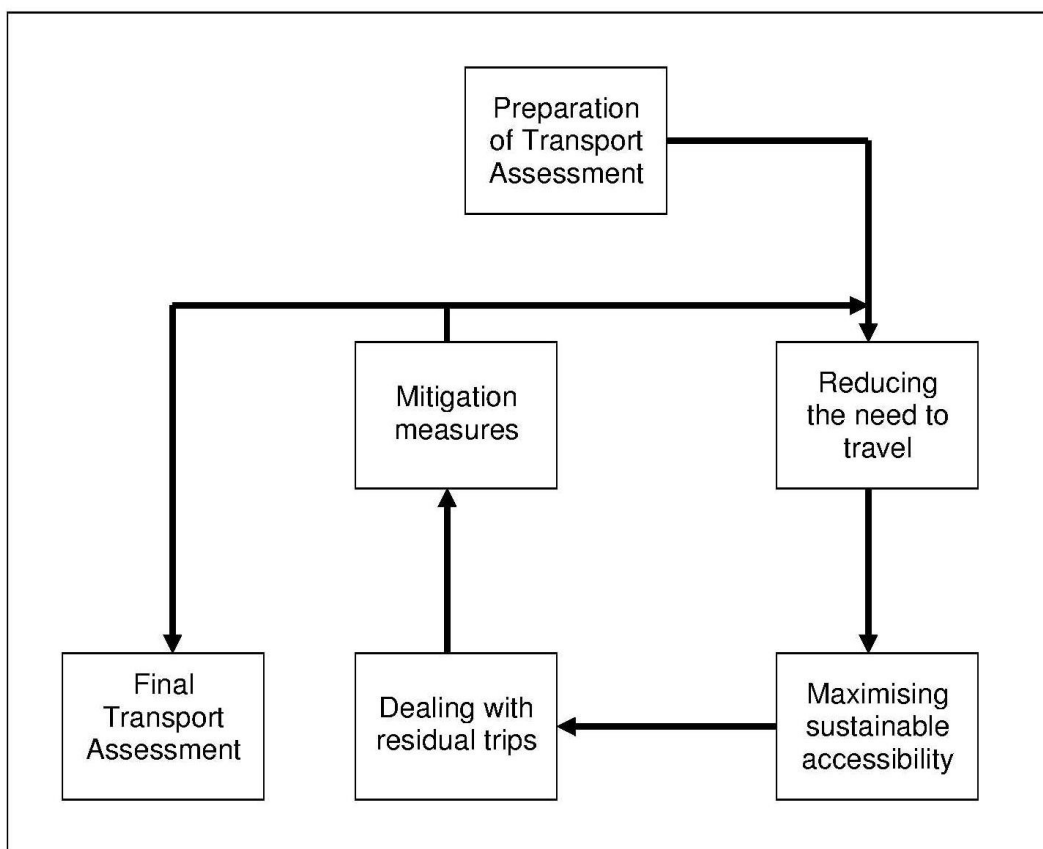
Transport Assessment

- Existing conditions and proposed development, as above.
- Assessment years/analysis period
- Development trip generation
- Air quality issues

- Environmental impact issues
- Reducing the need to travel, especially by car
- Sustainable accessibility - promoting Smarter Choices via Travel Plans
- Transport impacts and mitigation measures

8.6 TAs involve an iterative process with many inter-related factors influencing the transport characteristics of a new development (e.g. location, public transport accessibility, accessibility on foot and by cycle, on-site parking provision). The process should combine these factors to maximise sustainability.

8.7 The following diagram illustrates the process involved in producing a TA:



8.8 A location that reduces the need to travel is the starting point for the TA process and is the foundation for current Government policy on planning for new development. Location determines catchments and influences overall accessibility to the development by different modes.

8.9 Maximising the use of non-car modes is the next consideration. Accessibility is influenced by the design of the development and new transport infrastructure and services provided for it. These factors may be required to meet operational requirements and standards but they may also help overcome poor accessibility by reducing pedestrian severance. Travel plans, planning conditions and legal agreements can also influence transport impacts by requiring measures that reduce car dependency.

- 8.10** Finally, assessing the effect of these influences allows analyses of consequent impacts on existing traffic and the site's surroundings. If these are unacceptable, the procedure may be repeated with different solutions.
- 8.11** It is highly desirable for developments to accommodate attracted vehicles off-street to avoid intrusion in surrounding areas through overspill parking. However, it is also important that on-site parking provision minimises car dependency. The amount of parking provided on-site should not be such that it encourages car use by people for whom travel by non-car modes is practical.
- 8.12** Car parking is both an input and an output of the TA process. While car parking standards provide a starting point by indicating the degree to which car usage could be discouraged, the demand for off-street parking provision is a conventional and independently derived output of a TA.
- 8.13** An acceptable Transport Assessment will need to demonstrate that the levels of parking proposed for a development are suitable in terms of meeting sustainability objectives, will not have an adverse impact on the site or the surrounding area and will not create an increase risk of accidents.
- 8.14** Further guidance on the production of Transport Assessments can be found in the DfT document *Guidance on Transport Assessments*⁽⁷⁾.

Travel Plans

- 8.15** The value of travel plans in increasing the awareness of transport implications and sustainable development is now widely recognised. County level guidance⁽⁸⁾ encourages the submission of a travel plan alongside planning applications for all major developments. This is translated into Policy IT4 of the Local Plan.
- 8.16** Travel plans comprise measures to be adopted by businesses and other organisations to encourage staff to use sustainable and less polluting forms of transport with the overarching aim of reducing the amount of cars on the roads.
- 8.17** Travel plans can also have a positive impact upon large-scale residential development. For example, in addition to sufficient high quality cycle parking, management companies for flatted developments could ensure that cycle routes and key destinations are advertised, and employers could ensure shower and changing facilities are installed at workplaces.
- 8.18** Initiatives within these plans often involve all forms of active and sustainable transport, not just related to parking. They might include cycle storage, showers, walking clubs, dedicated bus services, car sharing arrangements, car pool clubs and low levels of car parking provision. Initiatives to reduce the demand for car parking through improved passenger transport accessibility, and other relevant schemes will be supported.
- 8.19** Developments in or outside of Accessibility Zones will require Travel Plans / Transport Assessments and the content of individual plans or assessments will be dependent on that specific location. It could be that the use of public transport is heavily promoted in one travel plan but walking and cycling is more appropriate in another.

7 *Travel Plans, Transport Assessments, and Statements*, DfT, March 2014

8 Hertfordshire Local Transport Plan 4 (2018-31): Policy 3 - Travel Plans and Behaviour Change

9 Design and Layout

- 9.1** The County Council document Roads in Hertfordshire⁽⁹⁾ provides more general design standards and advice in relation to parking provision for vehicles, as well as other modes of transport. In addition, a number of best practice guidance documents covering parking provision also exist nationally. Manual for Streets provides detailed advice on the design and layout of parking provision including dimensional requirements for all types of spaces, requirements for disabled parking provision, cycle parking standards and advice, and guidance on motorcycle parking.
- 9.2** The above publications should be used, in conjunction with this SPD, when creating an integrated development proposal.
- 9.3** This chapter provides locally specific guidance, in terms of which types of provision work best, and provides an overview of the more specific design details. The following guidance should be followed when creating a development proposal.

Vehicle Parking

- 9.4** Unallocated parking will be the preference for most developments, and some unallocated parking should be included in all residential layouts, where possible.
- 9.5** On-street parking is a significant issue in Stevenage with many cars still parking on the street. This is often despite there being dedicated spaces allocated. The reasons for this include:
- Allocated parking does not always allow for differing levels of car ownership between different properties, and over time. Some dwellings have a higher level of car ownership than their allocated number of spaces, and some may have less/not own a car meaning their spaces may be completely unused.
 - Available spaces are not in a convenient location i.e. not situated next to the property. Evidence⁽¹⁰⁾ shows that car owners prefer to park as near to their dwellings as possible, both for convenience, and for security reasons, so that parked cars can be overlooked.
- 9.6** Unallocated parking may provide a solution to these problems by offering a more flexible approach. Unallocated parking allows for differing levels of car ownership at different properties and over time, and provides for the needs of both residents and visitors. It can also provide the opportunity for spaces to be used for non-residential use during the daytime.
- 9.7** Unallocated off-street parking should be designed to be well integrated with the overall site layout and offer a proximate parking to residents. Spaces should be overlooked by nearby dwellings, ideally provided at the front of properties, but without being allowed to dominate the development. If blocks of parking are to be provided, these should be as small as possible, and should be dispersed through the development area, to allow for convenient and safe use.

9 Roads in Hertfordshire: Highway Design Guide, 3rd Edition, 2011

10 Urban Design Compendium, Homes and Communities Agency

- 9.8 Where allocated parking is to be provided, the layout and design of this should be carefully considered. Each space should be located in close proximity to its associated dwelling, but should not be allowed to dominate the street scene.
- 9.9 Developments should be designed with layouts which ensure that additional on-site provision cannot easily be achieved informally (to the detriment of amenity). However, designing developments to achieve these objectives should not compromise other residential design principles.
- 9.10 Parking provision should be designed in line with Secured by Design objectives⁽¹¹⁾. Parking should be overlooked by nearby properties to create a high level of natural surveillance. Where security may be an issue, car parking areas should also be well lit throughout the night.
- 9.11 Guidance within Manual for Streets and the Stevenage Design Guide SPD should be referred to for further details on the design and layout of car parking.

Garages

- 9.12 Garages should be located close to the property that they serve. Segregated garage courts should be avoided. Experience of these within Stevenage shows that they are often not well used, and create dead frontages and security concerns.
- 9.13 The Manual for Streets recognises that, in some developments, less than half the garages are used for parking cars; many are used primarily for storage or have been converted to living accommodation. To take this into account, a minimum size requirement for garages has been set within this SPD. Garages that do not meet these dimensions can be provided, but these will not be counted towards car parking provision. However, they would still count towards cycle parking requirements.

Motorcycle parking

- 9.14 Designated motorcycle parking provision should be provided close to the use it is serving. This will help to avoid the informal use of vehicle and cycle parking spaces, or other areas close to the building curtilage.
- 9.15 Parking spaces specifically for motorcycles are not required for residential development as standard, as in most cases spaces for cars can be used. Where designated spaces are provided, these should ideally be covered, to increase security and allow for protection against the elements.
- 9.16 Manual for Streets sets out the recommended dimensions for effective motorcycle parking.
- 9.17 For further, more detailed, advice on parking provision for motorcycles, the guidance issued by the Institute of Highways Engineers should be followed.

11 Secured by Design: The Official Police Flagship for Security and Designing out Crime
<http://www.securedbydesign.com>

10 Accessibility Contributions

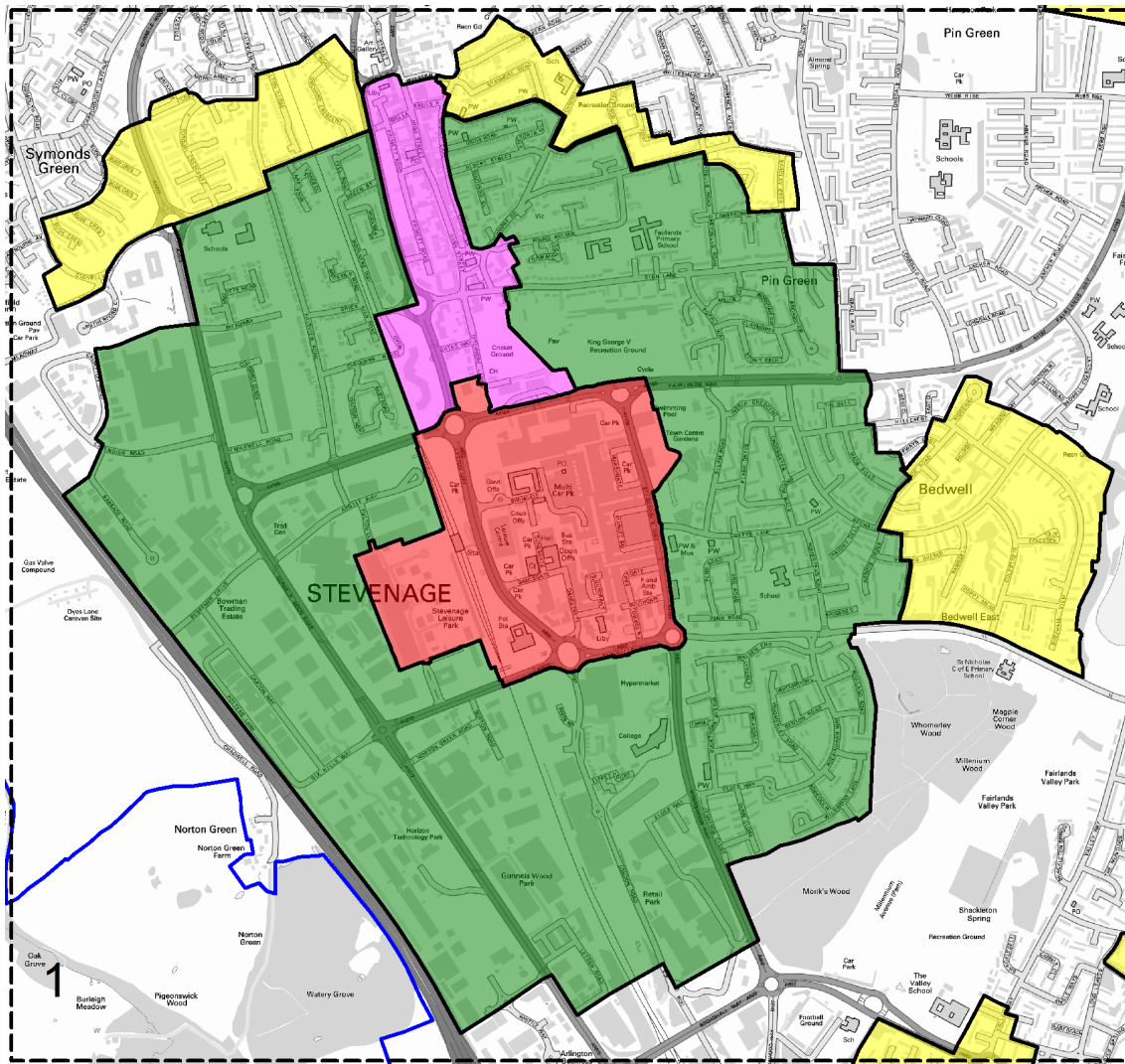
- 10.1** Policy SP6: Sustainable Transport of the Local Plan requires all developments to "make on-site, off-site or financial contributions towards the creation or improvement of routes to, from or in the vicinity of the site; the provision of...appropriate means of traversing significant barriers for pedestrians and cyclists; ...and/or the implementation of other transport schemes identified in our delivery plans."
- 10.2** In addition, Policy IT3: Infrastructure states that 'where appropriate, conditions, legal agreements or other mechanisms will be used to ensure that development is phased to coincide with the delivery of infrastructure.'
- 10.3** In line with these requirements, planning obligations will be sought to enable improvements in accessibility to a site by all modes (with an emphasis on walking, cycling and passenger transport), where such measures would be likely to influence travel patterns to and from the development site.
- 10.4** Individual site circumstances will determine the nature of the planning obligations required, but schemes can include initiatives such as improvements to bus services and cycle routes, highway improvements, parking improvements around the site and car-share schemes. The Draft Growth & Transport Plan for Stevenage provides some guidance on the larger scale schemes proposed for Stevenage, and, where appropriate, may be used as a guide when requesting planning obligations for new development. The Council also has a range of strategies and delivery plans combined under the Future Town, Future Transport Strategy (adopted 2019) which identify the Council's priority projects for promoting sustainable transport.

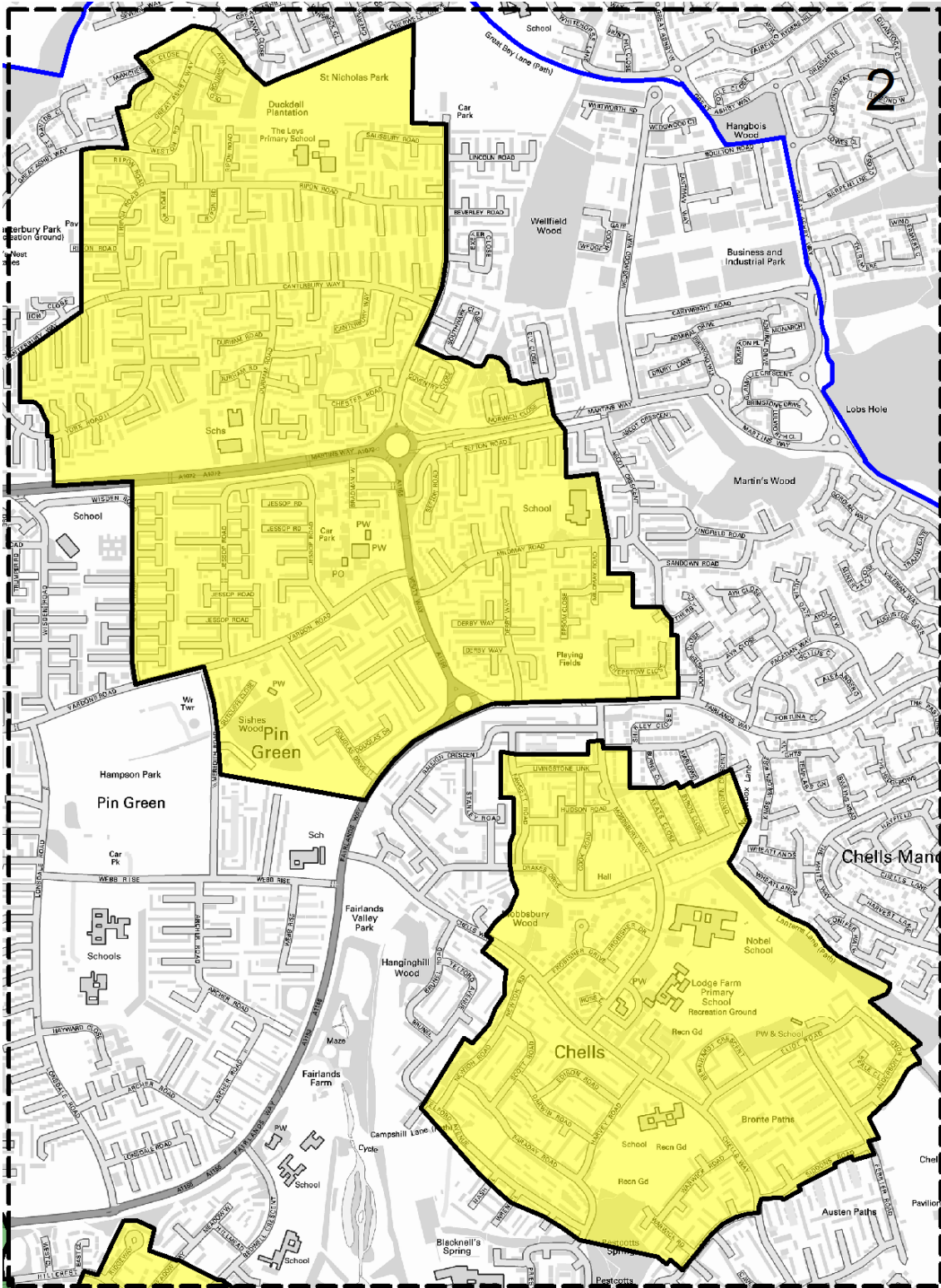
Appendices

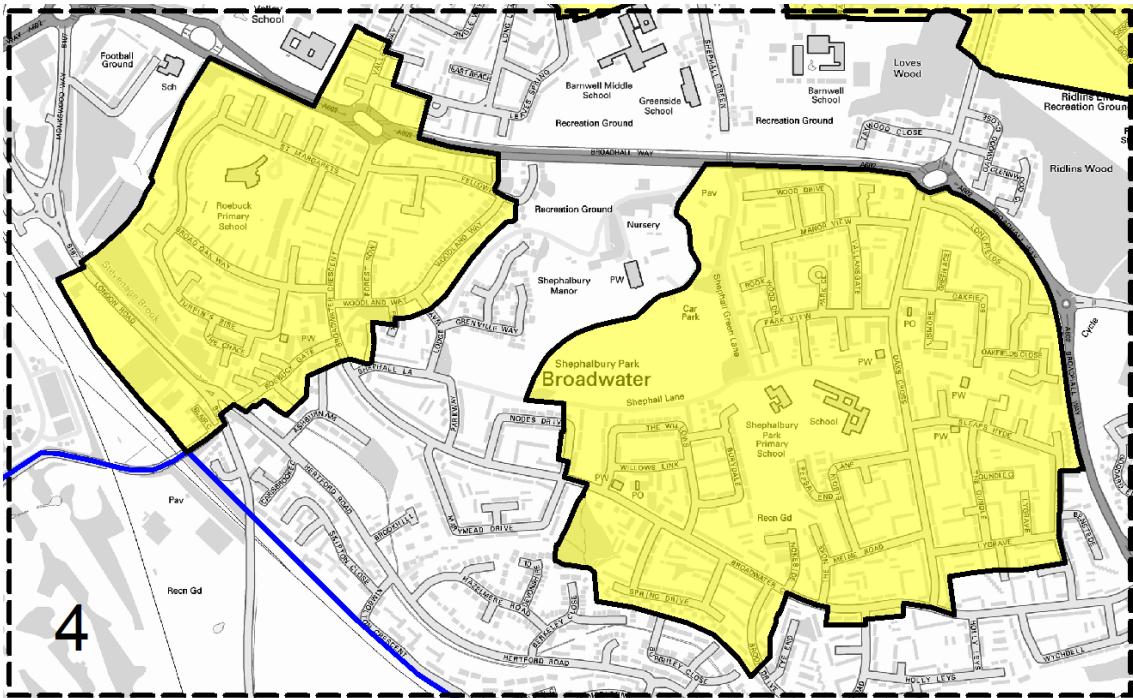
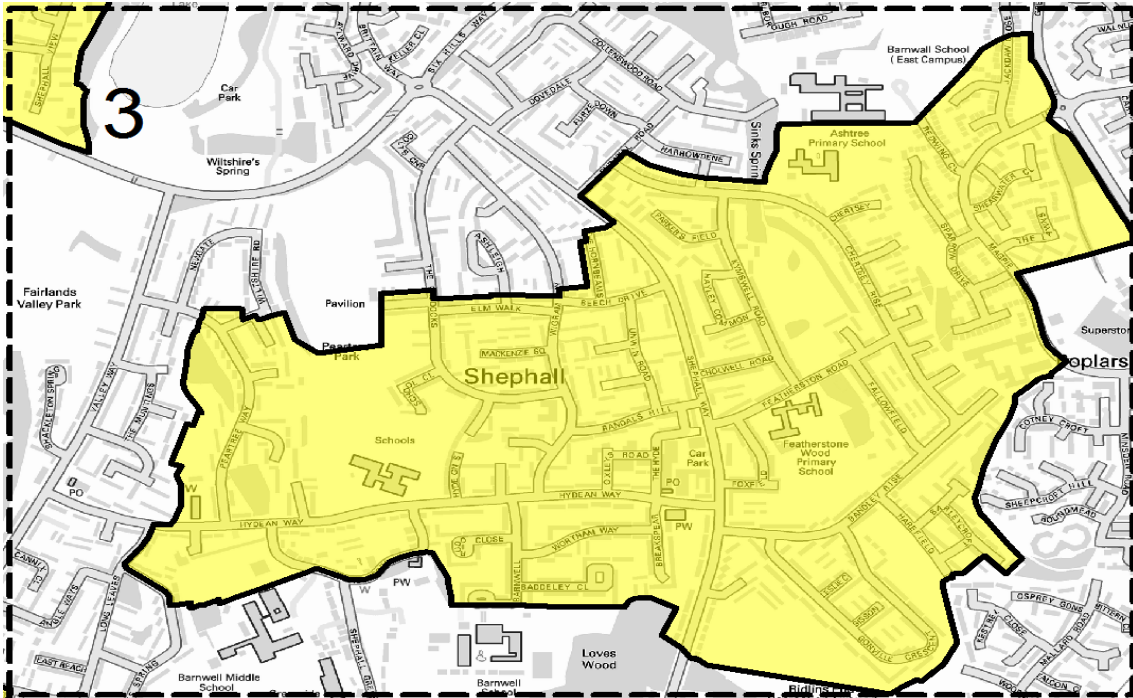


Appendix 1 Accessibility Zones

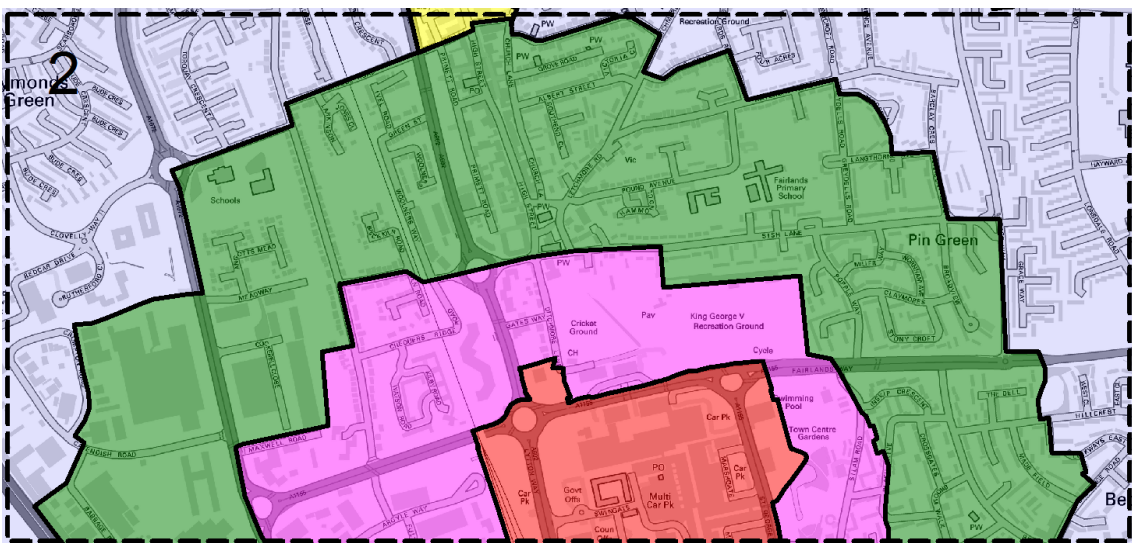
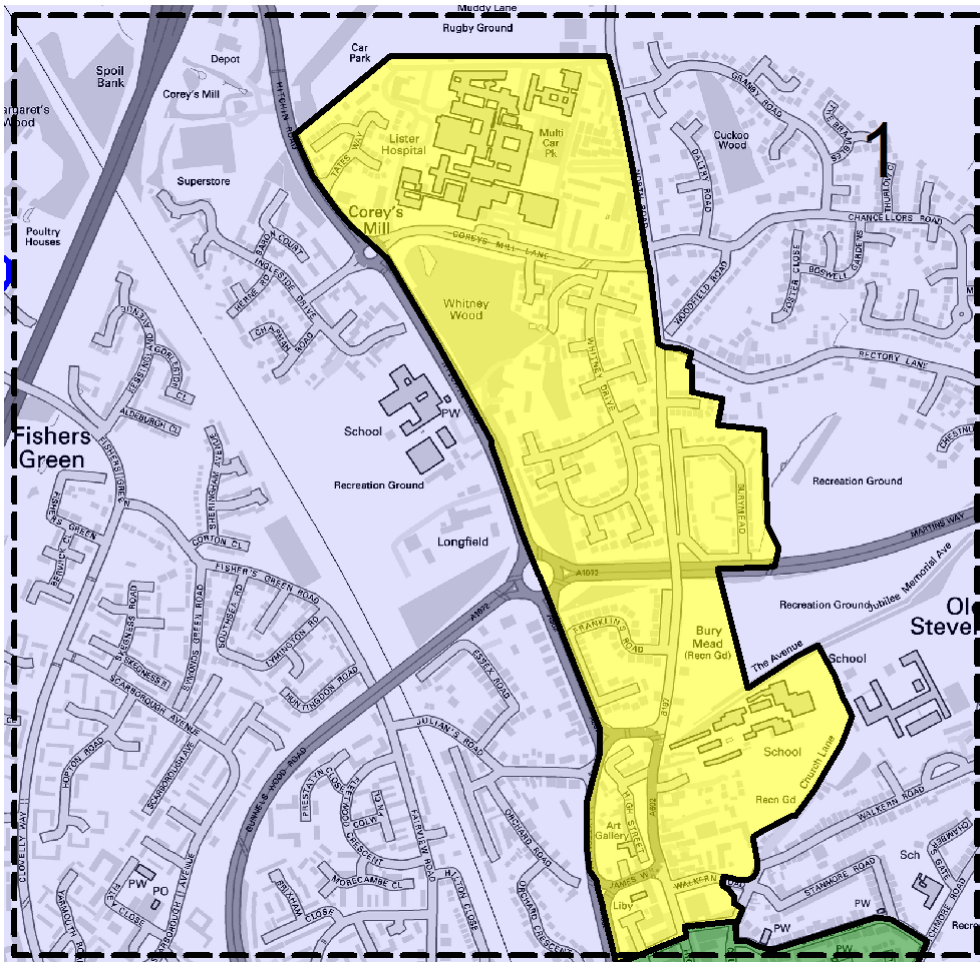
Residential Accessibility Zones Inset Maps

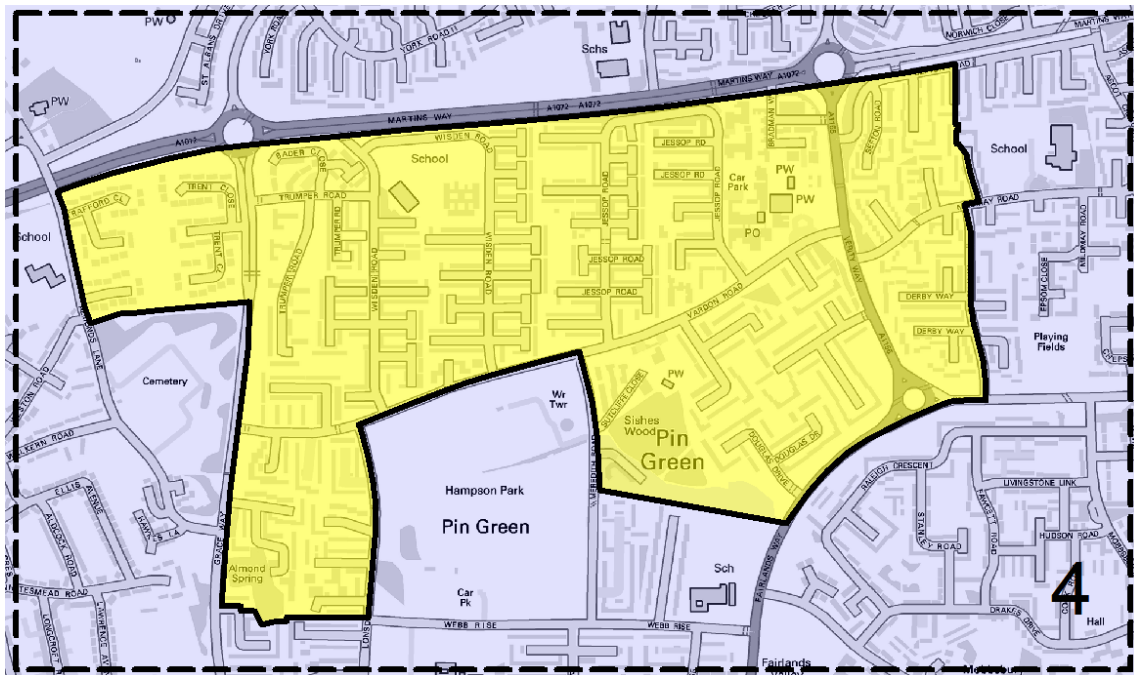
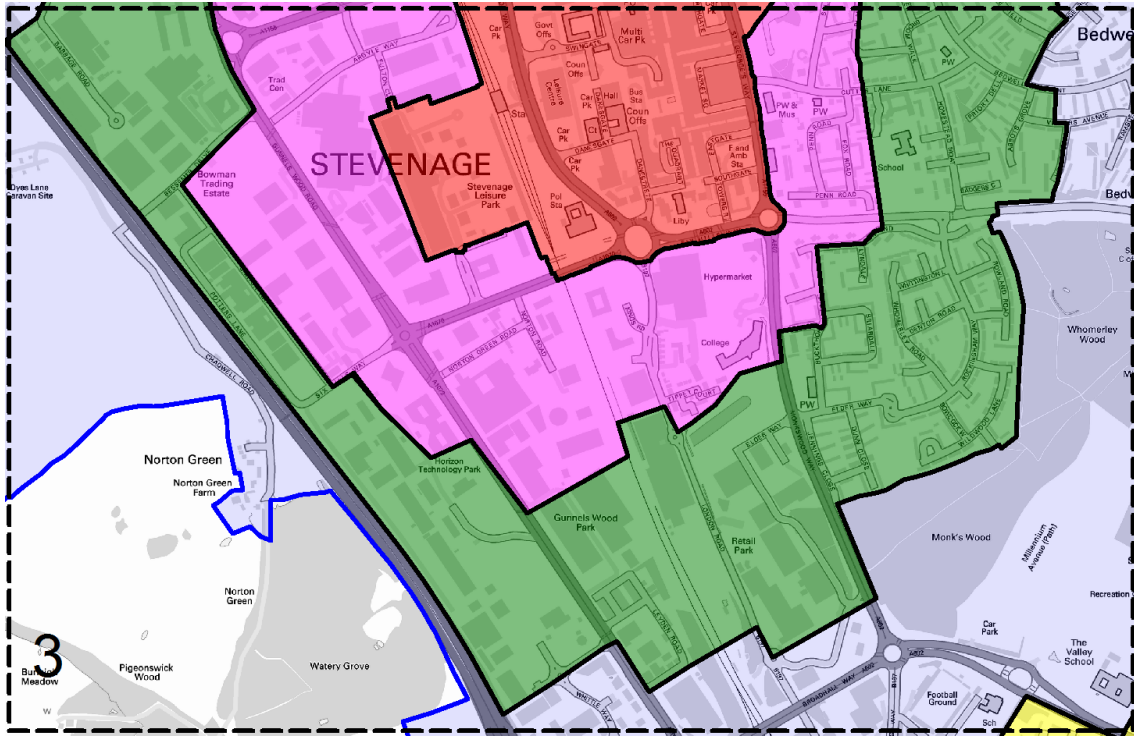


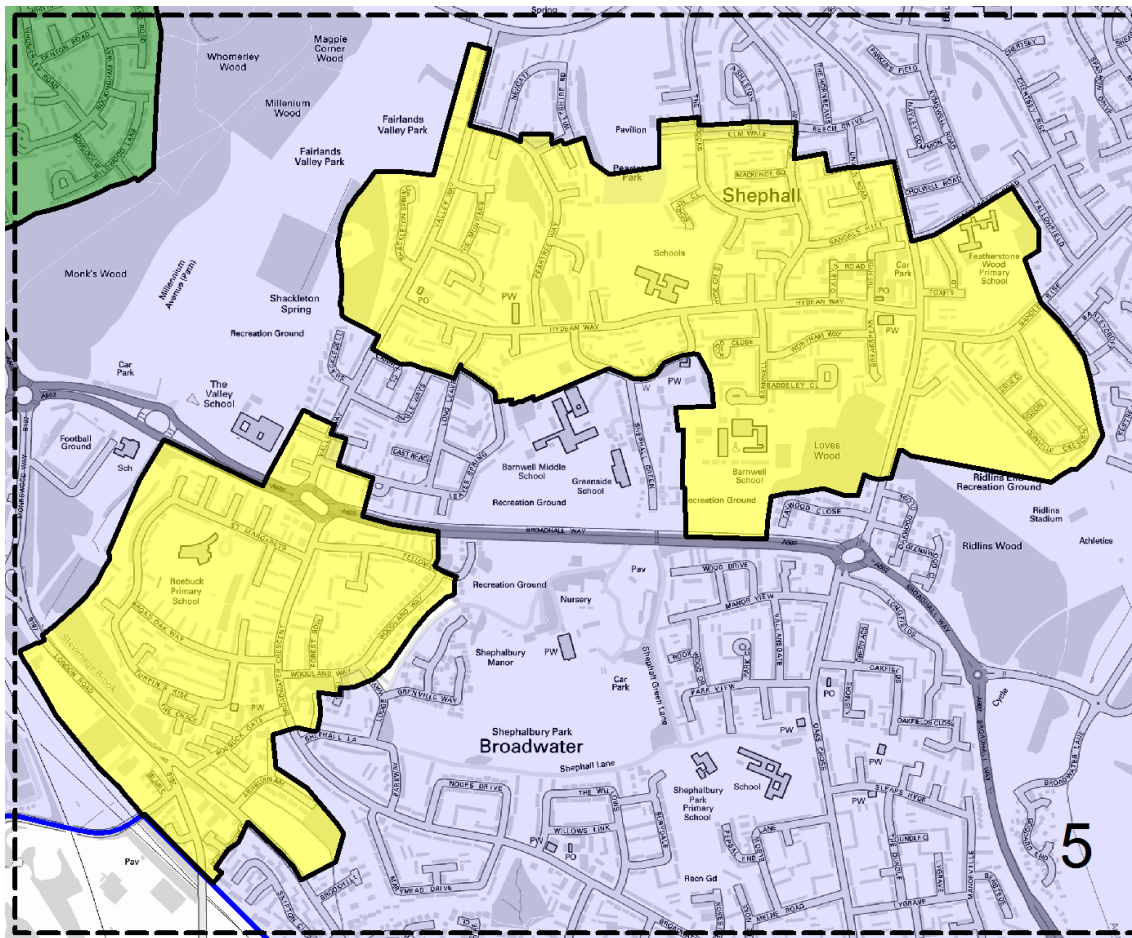




Non-residential Accessibility Zones Inset Maps







The zoning process

The zoning process used in this SPD is broadly based on the methodology used within the HCC Best Practice Guide on Parking Provision at New Development (March 2003). It involves assessing different areas within Stevenage according to how closely they meet accessibility criteria. Separate maps have been produced for residential and non-residential development, as the criteria which determine car ownership/use levels for each of these is different.

Residential accessibility is affected by the provisions of passenger transport but levels of car ownership may not necessarily be lower just because there is good passenger transport. Residential car ownership is predominantly dependent on access to primary schools, access to shops and access to other services/facilities commonly found without neighbourhood centres. For non-residential development, the proximity to passenger transport is the main determinant of whether or not people can use non-vehicle modes of transport and whether parking levels can be reduced.

Criteria for residential accessibility zones

The residential Accessibility Zones were based on a series of criteria with the exact areas taking account of the following as a starting point:

Town Centre Zone

- The Town Centre, as defined on the Policies Map of the adopted Stevenage Local Plan

Zone 1

- The remainder of the primary retail/leisure core.

Zone 2

- Excellent passenger transport - within 1200m of the train and bus stations.

Zone 3

- Within 400m of a primary school and a district, local or neighbourhood centre, as defined on the Policies Map of the adopted Stevenage Local Plan.

Once these areas were determined, they were increased/decreased taking account of road layout, non-vehicular connections, and/or obstructions to sustainable forms of transport. In many cases, the Accessibility Zones were extended or reduced so that either a carriageway or garden curtilage marked the edge of the zone.

Areas within Zone 1 are most likely to have lower levels of car ownership, as they have access to local facilities as well as the ability to easily travel outside of the Borough by passenger transport, to access facilities and jobs in other towns.

Criteria for non-residential accessibility zones

The non-residential Accessibility Zones were based on a series of criteria with the exact areas taking account of the following:

Zone 1

- Within 800m of bus and train stations

Zone 2

- Within 1200m of bus and train stations

Zone 3

- At least one bus every 5 minutes; and
- At least 6 routes available

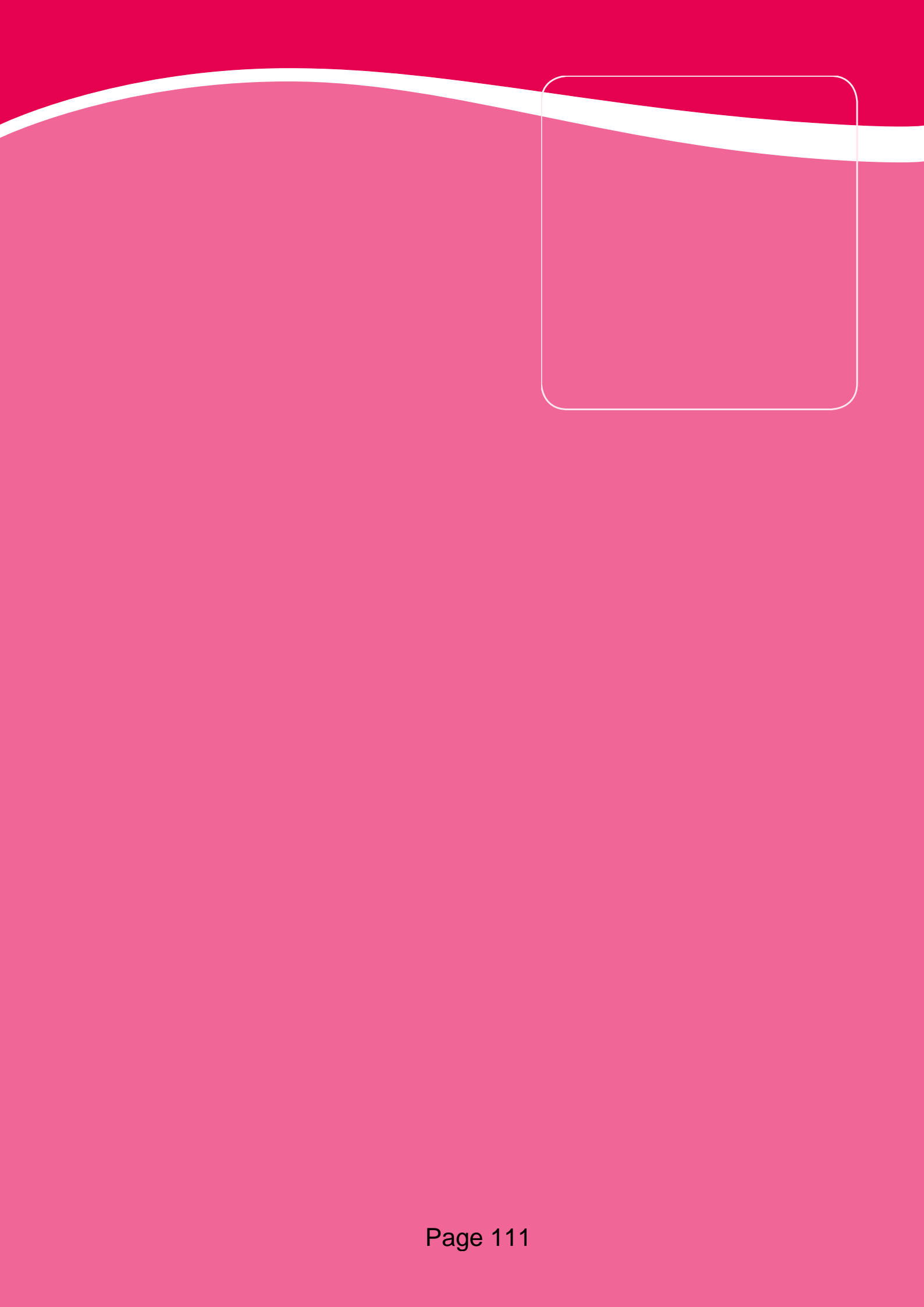
Zone 4

- All other areas

As with the residential Accessibility Zones, the exact 800m/1200m were amended taking into account road/development layout, links and obstructions and to ensure that a carriageway or curtilage marked the edge of the zone.

Good access by passenger transport means that employees can travel more easily, and are therefore more likely to travel, by passenger transport rather than in a private car. In these locations, developers can encourage lower levels of car use effectively through minimising car parking provision.

The criteria used to calculate the accessibility of an area (by non-car modes) have been chosen to reflect local characteristics, and to designate areas where lower levels of car use/ownership are/could be likely. The criterion (within the Best Practice Guide) on the attractiveness and availability of pedestrian and cycle routes, for example, has not been included, as cycle routes and pedestrian routes exist across the town and are very similar throughout.



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Meeting: Planning and Development
Committee

Agenda Item:

Date:

IM

PORTANT INFORMATION - DELEGATED DECISIONS

Author – Technical Support 01438 242838

Lead Officer – Zayd Al-Jawad 01438 242257

Contact Officer – Dave Rusling 01438 242270

The Assistant Director of Planning and Regulation has issued decisions in respect of the following applications in accordance with his delegated authority:-

1. Application No : 20/00003/COND
Date Received : 03.01.20
Location : 103 Queensway Town Centre Stevenage Herts
Proposal : Discharge of condition 9 (Travel Plan) attached to planning permission 18/00268/FPM
Date of Decision : 05.08.20
Decision : **The discharge of Condition(s)/Obligation(s) is APPROVED**

2. Application No : 20/00040/COND
Date Received : 17.01.20
Location : 85 - 103 Queensway Town Centre Stevenage Herts
Proposal : Discharge of condition 4 (Landscaping) attached to planning permission reference 18/00268/FPM
Date of Decision : 31.07.20
Decision : **The discharge of Condition(s)/Obligation(s) is APPROVED**

3. Application No : 20/00074/FP
Date Received : 30.01.20
Location : Unit 3, Roebuck Retail Park London Road Stevenage Hertfordshire
Proposal : Change of use from A1 (Retail) to B2 (MOT Centre) and installation of roller shutter.
Date of Decision : 16.09.20
Decision : **Planning Permission is GRANTED**
4. Application No : 20/00075/AD
Date Received : 30.01.20
Location : Unit 3 Roebuck Retail Park London Road Stevenage Hertfordshire
Proposal : Installation of 2no internally illuminated fascia signs and various non-illuminated external wall mounted signs information and directional signs.
Date of Decision : 16.09.20
Decision : **Advertisement Consent is GRANTED**
5. Application No : 20/00143/FPH
Date Received : 07.03.20
Location : 26 Exchange Road Stevenage Herts SG1 1PZ
Proposal : Erection of a two storey side/rear extension following demolition of existing single storey outbuilding.
Date of Decision : 11.09.20
Decision : **Planning Permission is GRANTED**
6. Application No : 20/00216/FP
Date Received : 24.04.20
Location : 4 Ruckles Close Stevenage Herts SG1 1PE
Proposal : Change of use from public amenity land to residential land to create hardstand for parking
Date of Decision : 03.09.20
Decision : **Planning Permission is GRANTED**

7. Application No : 20/00218/FP
Date Received : 24.04.20
Location : 2 Badgers Close Stevenage Herts SG1 1UH
Proposal : Change of use from public amenity land to residential land to create hardstand for parking with dropped kerb
Date of Decision : 10.08.20
Decision : **Planning Permission is GRANTED**

8. Application No : 20/00228/FPH
Date Received : 29.04.20
Location : 30 Orchard Crescent Stevenage Herts SG1 3EN
Proposal : Two storey front, side and rear extensions.
Date of Decision : 27.08.20
Decision : **Planning Permission is REFUSED**

For the following reason(s);

The proposed first floor element of the rear extension, by virtue of its height and depth, projecting between 4m and 5.8m beyond the rear elevation of No. 28 Orchard Crescent would result in an unacceptable outlook for the occupiers of this attached neighbouring property, having a harmful overbearing impact on the rear habitable room windows and the immediate garden area of No.28. The development is, therefore, contrary to policies GD1 and SP8 of the Stevenage Borough Local Plan 2011 - 2031 (2019), the Council's Design Guide SPD (2009), National Planning Policy Framework (2019) and the Planning Practice Guidance (2014).

The side and rear extensions by virtue of their scale and massing, would be over dominant and detrimental to the architectural form of the original dwelling to the detriment of the visual amenities of the area, contrary to Policies GD1 and SP8 of the Stevenage Borough Local Plan 2011 - 2031 (2019), the Council's Design Guide SPD (2009), National Planning Policy Framework (2019), Planning Practice Guidance (2014) and National Design Guidance (2019).

The side and rear extensions by virtue of their scale and massing would result in an unacceptable outlook for the occupiers of No. 32, having a harmful and overbearing impact on the rear habitable room windows and the immediate garden area of No.32. The development is, therefore, contrary to Policies GD1 and SP8 of the Stevenage Borough Local Plan 2011 - 2031 (2019), the Council's Design Guide SPD (2009), National Planning Policy Framework (2019) and the Planning Practice Guidance (2014).

9. Application No : 20/00239/FPH
Date Received : 06.05.20
Location : 146 York Road Stevenage Herts SG1 4HG
Proposal : Single storey rear extension
Date of Decision : 11.08.20
Decision : **Planning Permission is GRANTED**
10. Application No : 20/00250/FPH
Date Received : 12.05.20
Location : 58 Wisden Road Stevenage Herts SG1 5JA
Proposal : Extension of garage, replacement of fence with brick wall and erection of carport.
Date of Decision : 09.09.20
Decision : **Planning Permission is GRANTED**
11. Application No : 20/00270/FP
Date Received : 21.05.20
Location : 395 Ripon Road Stevenage Herts SG1 4LU
Proposal : Single storey front and rear extensions and conversion of garage to facilitate conversion of existing four bedroom property into 3no. one bed flats.
Date of Decision : 26.08.20
Decision : **Planning Permission is GRANTED**
12. Application No : 20/00278/FP
Date Received : 28.05.20
Location : 15 Jessop Road Stevenage Herts SG1 5LG
Proposal : Change of use from 5 bedroom dwellinghouse (Class C3) to HMO (House of Multiple Occupancy) Class C4.
Date of Decision : 11.08.20
Decision : **Planning Permission is GRANTED**

13. Application No : 20/00286/FP
Date Received : 02.06.20
Location : 401 Scarborough Avenue Stevenage Herts SG1 2QA
Proposal : Change of use from amenity land to residential use; single storey front extension and part two storey, part first floor rear extension
Date of Decision : 04.08.20
Decision : **Planning Permission is GRANTED**
14. Application No : 20/00295/TPTPO
Date Received : 09.06.20
Location : ASDA Stores Ltd Monkswood Way Stevenage Herts
Proposal : G1 Group of nine trees along side of building, including 2 no Oak trees T15 & T14 protected by TPO 6, Laterally reduce trees to give 1.5m clearance from building
Date of Decision : 31.07.20
Decision : **CONSENT TO CARRY OUT WORKS TO A TREE, THE SUBJECT OF A TREE PRESERVATION ORDER**
15. Application No : 20/00296/FP
Date Received : 09.06.20
Location : Unit 2 Monkswood Retail Park Elder Way Stevenage Herts
Proposal : Installation of air conditioning, refrigeration plant and plant compound enclosure.
Date of Decision : 05.08.20
Decision : **Planning Permission is GRANTED**
16. Application No : 20/00298/FPH
Date Received : 10.06.20
Location : 10 Cameron Close Stevenage Herts SG2 0HG
Proposal : Single storey side extension
Date of Decision : 03.08.20
Decision : **Planning Permission is GRANTED**

17. Application No : 20/00300/CPA
Date Received : 10.06.20
Location : Hertland House Primett Road Stevenage Herts
Proposal : Change of use from Class B1 (Office) to C3 (Residential) to ground floor
Date of Decision : 11.08.20
Decision : **Planning Permission is GRANTED**
18. Application No : 20/00301/CPA
Date Received : 10.06.20
Location : Hertland House Primett Road Stevenage Herts
Proposal : Change of use from Class B1 (Office) to C3 (Residential) to first floor
Date of Decision : 11.08.20
Decision : **Prior Approval is NOT REQUIRED**
19. Application No : 20/00302/CPA
Date Received : 10.06.20
Location : Hertland House Primett Road Stevenage Herts
Proposal : Change of use from Class B1 (Office) to C3 (Residential) to second floor
Date of Decision : 11.08.20
Decision : **Prior Approval is NOT REQUIRED**
20. Application No : 20/00306/FPH
Date Received : 12.06.20
Location : 7 Ashdown Road Stevenage Herts SG2 8TY
Proposal : Erection of two storey rear extension, front porch and formation of new driveway to provide off street parking.
Date of Decision : 03.09.20
Decision : **Planning Permission is GRANTED**

21. Application No : 20/00312/FPH
Date Received : 15.06.20
Location : 45 Sheepcroft Hill Stevenage Herts SG2 9PR
Proposal : Replacement conservatory
Date of Decision : 10.08.20
Decision : **Planning Permission is GRANTED**
22. Application No : 20/00313/LB
Date Received : 15.06.20
Location : 3 Stebbing Farm Fishers Green Stevenage Herts
Proposal : 5Replacement front door
Date of Decision : 07.09.20
Decision : **Listed Building Consent is GRANTED**
23. Application No : 20/00317/FPH
Date Received : 16.06.20
Location : 15 Raban Close Stevenage Herts SG2 8JT
Proposal : Retention of detached garden room.
Date of Decision : 10.08.20
Decision : **Planning Permission is GRANTED**
24. Application No : 20/00323/FP
Date Received : 17.06.20
Location : Cell & Gene Therapy Catapult Manufacturing Centre Stevenage
Bioscience Catalyst Gunnels Wood Road Stevenage
Proposal : Erection of a single storey modular building on land to the south
of the existing CGTC Research and Manufacturing Centre
Date of Decision : 10.09.20
Decision : **Planning Permission is GRANTED**

25. Application No : 20/00327/FP
Date Received : 20.06.20
Location : 92 Lonsdale Road Stevenage Herts SG1 5ET
Proposal : Change of use from highway land to residential land
Date of Decision : 04.08.20
Decision : **Planning Permission is GRANTED**
26. Application No : 20/00328/FPH
Date Received : 21.06.20
Location : 52A Stirling Close Stevenage Herts SG2 8TQ
Proposal : Part two storey part single storey front extension, addition of windows to the side elevation and enlarged rear door opening to rear
Date of Decision : 10.08.20
Decision : **Planning Permission is GRANTED**
27. Application No : 20/00331/TPCA
Date Received : 22.06.20
Location : 16 Orchard Road Stevenage Herts SG1 3HE
Proposal : Felling of 3 no. Leylandii.
Date of Decision : 31.07.20
Decision : **CONSENT TO CARRY OUT WORKS TO A TREE IN A CONSERVATION AREA**
28. Application No : 20/00333/TPCA
Date Received : 23.06.20
Location : 23 Julians Road Stevenage Herts SG1 3ES
Proposal : Removal of 4no. conifer trees
Date of Decision : 31.07.20
Decision : **CONSENT TO CARRY OUT WORKS TO A TREE IN A CONSERVATION AREA**

29. Application No : 20/00334/TPCA
Date Received : 23.06.20
Location : Theydon Rectory Lane Stevenage Herts
Proposal : Removal of 7no. Conifer trees
Date of Decision : 31.07.20
Decision : **CONSENT TO CARRY OUT WORKS TO A TREE IN A CONSERVATION AREA**
30. Application No : 20/00335/FPH
Date Received : 23.06.20
Location : 155 Raleigh Crescent Stevenage Herts SG2 0EB
Proposal : Single storey front porch
Date of Decision : 03.09.20
Decision : **Planning Permission is GRANTED**
31. Application No : 20/00339/FPH
Date Received : 23.06.20
Location : 53 Drakes Drive Stevenage Herts SG2 0EZ
Proposal : Single story rear extension
Date of Decision : 04.08.20
Decision : **Planning Permission is GRANTED**
32. Application No : 20/00340/AD
Date Received : 24.06.20
Location : Barclays Bank Unit 3, The Forum Centre The Forum Town Centre
Proposal : 1no non-illuminated internally hung marketing poster
Date of Decision : 04.08.20
Decision : **Advertisement Consent is GRANTED**

33. Application No : 20/00341/TPCA
Date Received : 24.06.20
Location : Barnwell Upper School Barnwell Stevenage Herts
Proposal : Works to 21 trees within school site namely; reduce/thin crowns of 15 trees and fell 6 trees
Date of Decision : 05.08.20
Decision : **CONSENT TO CARRY OUT WORKS TO A TREE IN A CONSERVATION AREA**
34. Application No : 20/00348/FPH
Date Received : 29.06.20
Location : 185 Lonsdale Road Stevenage Herts SG1 5DQ
Proposal : Single storey side extension.
Date of Decision : 20.08.20
Decision : **Planning Permission is GRANTED**
35. Application No : 20/00349/FPH
Date Received : 30.06.20
Location : 30 Stanmore Road Stevenage Herts SG1 3QF
Proposal : Extension to existing detached outbuilding in garden
Date of Decision : 19.08.20
Decision : **Planning Permission is GRANTED**
36. Application No : 20/00350/FPH
Date Received : 30.06.20
Location : 144 Bude Crescent Stevenage Herts SG1 2QZ
Proposal : Single storey rear extension
Date of Decision : 10.08.20
Decision : **Planning Permission is GRANTED**

37. Application No : 20/00353/FP
Date Received : 01.07.20
Location : 17 Gonville Crescent Stevenage Herts SG2 9LT
Proposal : Continued use of property as a 5 bedroom HMO (House of Multiple Occupancy) Use Class C4.
Date of Decision : 03.09.20
Decision : **Planning Permission is GRANTED**
38. Application No : 20/00355/FPH
Date Received : 01.07.20
Location : 20 Greydells Road Stevenage Herts SG1 3NL
Proposal : Proposed two storey side extension and single storey rear extension, existing chimney to be removed and replaced with false chimney and pitched roof added to existing porch.
Date of Decision : 17.09.20
Decision : **Planning Permission is GRANTED**
39. Application No : 20/00358/FPH
Date Received : 03.07.20
Location : 55 Sish Lane Stevenage Herts SG1 3LS
Proposal : Erection of first floor side and two storey rear extension and front porch.
Date of Decision : 20.08.20
Decision : **Planning Permission is GRANTED**
40. Application No : 20/00359/COND
Date Received : 03.07.20
Location : Six Hills House Kings Road Stevenage Herts
Proposal : Discharge of condition 3 (Samples of Materials) and 4 (Hard and soft landscaping) attached to planning permission reference number 16/00482/FPM
Date of Decision : 05.08.20
Decision : **The discharge of Condition(s)/Obligation(s) is APPROVED**

41. Application No : 20/00367/FPH
Date Received : 06.07.20
Location : 18 Fishers Green Stevenage Herts SG1 2JA
Proposal : Single storey front extension.
Date of Decision : 07.09.20
Decision : **Planning Permission is GRANTED**
42. Application No : 20/00369/FPH
Date Received : 06.07.20
Location : 162 Telford Avenue Stevenage Herts SG2 0AT
Proposal : Single storey front extension
Date of Decision : 09.09.20
Decision : **Planning Permission is GRANTED**
43. Application No : 20/00372/TPTPO
Date Received : 07.07.20
Location : 54 Dryden Crescent Stevenage Herts SG2 0JG
Proposal : Reduction of crown of 1no. ash tree (T2) protected by Tree Preservation Order 18
Date of Decision : 20.08.20
Decision : **CONSENT TO CARRY OUT WORKS TO A TREE, THE SUBJECT OF A TREE PRESERVATION ORDER**
44. Application No : 20/00373/FPH
Date Received : 07.07.20
Location : 76 Shephall View Stevenage Herts SG1 1RP
Proposal : Single storey front and side extension
Date of Decision : 10.08.20
Decision : **Planning Permission is GRANTED**

45. Application No : 20/00375/CLPU
Date Received : 09.07.20
Location : 288 Ripon Road Stevenage Herts SG1 4NG
Proposal : Certificate of Lawfulness for the proposed use of the dwellinghouse as a supported living house
Date of Decision : 28.08.20
Decision : **Certificate of Lawfulness is APPROVED**
46. Application No : 20/00376/HPA
Date Received : 09.07.20
Location : 2 Raban Close Stevenage Herts SG2 8JT
Proposal : Single storey rear extension which will extend beyond the rear of the original house by 4.50 metres, for which the maximum height will be 3.60 metres and the height of the eaves will be 2.70 metres
Date of Decision : 04.08.20
Decision : **Prior Approval is NOT REQUIRED**
47. Application No : 20/00377/FPH
Date Received : 09.07.20
Location : 4 Pound Avenue Stevenage Herts SG1 3JA
Proposal : Single storey side extension.
Date of Decision : 27.08.20
Decision : **Planning Permission is GRANTED**
48. Application No : 20/00379/HPA
Date Received : 13.07.20
Location : 58 Edison Road Stevenage Herts SG2 0DF
Proposal : Single storey rear extension which will extend beyond the rear of the original house by 4.50 metres, for which the maximum height will be 3.37 metres and the height of the eaves will be 2.40 metres
Date of Decision : 18.08.20
Decision : **Prior Approval is NOT REQUIRED**

49. Application No : 20/00380/HPA
Date Received : 13.07.20
Location : 66 Dryden Crescent Stevenage Herts SG2 0JQ
Proposal : Single storey rear extension which will extend beyond the rear of the original house by 4.70 metres, for which the maximum height will be 3.70 metres and the height of the eaves will be 2.85 metres
Date of Decision : 19.08.20
Decision : **Prior Approval is NOT REQUIRED**
50. Application No : 20/00382/TPTPO
Date Received : 13.07.20
Location : Coptic Orthodox Church, Shephalbury Manor Shephalbury Park Broadhall Way Stevenage
Proposal : Fell 1no. Pine tree (T8) and reduce overhang to 4m on 1no. Oak tree (T55) protected by Tree Preservation Order 41.
Date of Decision : 28.08.20
Decision : **CONSENT TO CARRY OUT WORKS TO A TREE, THE SUBJECT OF A TREE PRESERVATION ORDER**
51. Application No : 20/00383/FP
Date Received : 13.07.20
Location : Longmeadow Symonds Green Lane Stevenage Herts
Proposal : Variation of condition 1 attached to planning permission 16/00645/FP (Drawing numbers 5656-1 12C, 5656-1 12D, 5656-1 45B and 5656-1 43B) to allow conversion of garage serving plot 4 to become ancillary accommodation to plot 3. Erection of garage and car port to serve plot 4.
Date of Decision : 10.09.20
Decision : **Planning Permission is GRANTED**

52. Application No : 20/00385/TPCA
Date Received : 14.07.20
Location : 108 Marymead Drive Stevenage Herts SG2 8AG
Proposal : Felling of 1No: Sycamore tree
Date of Decision : 18.08.20
Decision : **CONSENT TO CARRY OUT WORKS TO A TREE IN A CONSERVATION AREA**
53. Application No : 20/00386/FPH
Date Received : 14.07.20
Location : 86 Marlborough Road Stevenage Herts SG2 9HL
Proposal : Part two storey, part single storey rear extension, first floor side extension, part first floor, part two storey front extension and roof alterations
Date of Decision : 01.09.20
Decision : **Planning Permission is GRANTED**
54. Application No : 20/00387/FPH
Date Received : 15.07.20
Location : 15 Hardwick Close Stevenage Herts SG2 8UF
Proposal : Part two storey, part single storey front and rear extensions and two storey side extension.
Date of Decision : 19.08.20
Decision : **Planning Permission is GRANTED**
55. Application No : 20/00388/CLPD
Date Received : 15.07.20
Location : 293 Archer Road Stevenage Herts SG1 5HF
Proposal : Certificate of lawful development for proposed Single storey rear extension
Date of Decision : 01.09.20
Decision : **Certificate of Lawfulness is APPROVED**

56. Application No : 20/00389/FPH
Date Received : 15.07.20
Location : 50 Shephall Green Stevenage Herts SG2 9XS
Proposal : Erection of single storey rear extension
Date of Decision : 28.08.20
Decision : **Planning Permission is GRANTED**
57. Application No : 20/00390/FPH
Date Received : 15.07.20
Location : 9 Sefton Road Stevenage Herts SG1 5RH
Proposal : Two storey rear extension
Date of Decision : 14.09.20
Decision : **Planning Permission is GRANTED**
58. Application No : 20/00391/TPCA
Date Received : 16.07.20
Location : 1 - 5 Rooks Nest Cottages Weston Road Stevenage Herts
Proposal : Removal of 4No Conifer trees and reduction of 1no Hawthorne tree by 30%
Date of Decision : 24.08.20
Decision : **CONSENT TO CARRY OUT WORKS TO A TREE IN A CONSERVATION AREA**
59. Application No : 20/00393/FPH
Date Received : 17.07.20
Location : 14 Kessingland Avenue Stevenage Herts SG1 2JR
Proposal : Proposed rear conservatory
Date of Decision : 11.09.20
Decision : **Planning Permission is GRANTED**

60. Application No : 20/00394/CLPD
Date Received : 17.07.20
Location : 182 Mildmay Road Stevenage Herts SG1 5SZ
Proposal : Certificate of lawful development for proposed Single Storey Rear Extension
Date of Decision : 03.09.20
Decision : **Certificate of Lawfulness is APPROVED**
61. Application No : 20/00395/FP
Date Received : 18.07.20
Location : 188 Bedwell Crescent Stevenage Herts SG1 1NE
Proposal : Variation of Condition Number 1 (Approved Plans) attached to application number 19/00722/FP to enlarge the detached 1no. 4 bedroom dwellinghouse.
Date of Decision : 07.09.20
Decision : **Planning Permission is GRANTED**
62. Application No : 20/00396/FPH
Date Received : 20.07.20
Location : 45 Edmonds Drive Stevenage Herts SG2 9TJ
Proposal : Existing garage to be converted to habitable space
Date of Decision : 11.09.20
Decision : **Planning Permission is GRANTED**

63. Application No : 20/00397/FPH
Date Received : 20.07.20
Location : 196 Telford Avenue Stevenage Herts SG2 0AU
Proposal : Single storey front extension
Date of Decision : 11.09.20
Decision : **Planning Permission is REFUSED**

For the following reason(s);

The proposed single-storey front extension by reason of its overall size, scale and depth would appear bulky and result in an incongruous form of development which would be detrimental to architectural composition of the application property and the visual amenities of this part of Telford Avenue. It would therefore, be contrary to Policies GD1 and SP8 of the Stevenage Borough Local Plan 2011 - 2031 (2019), the Council's Design Guide SPD (2009), the National Planning Policy Framework (2019) and the Planning Practice Guidance (2014).

The single storey front extension by virtue of its depth, projecting 5.3m beyond the front elevation of No. 198 Telford Avenue, would result in an unacceptable outlook for the occupiers of this attached neighbouring property, having a harmful and overbearing impact on the front room windows. The development is, therefore, contrary to Policies GD1 and SP8 of the Stevenage Borough Local Plan 2011 - 2031 (2019), the Council's Design Guide SPD (2009), National Planning Policy Framework (2019) and the Planning Practice Guidance (2014).

64. Application No : 20/00399/FPH
Date Received : 20.07.20
Location : 15 Orchard Road Stevenage Herts SG1 3HD
Proposal : Demolition of existing garage and erection of a replacement garage.
Date of Decision : 14.09.20
Decision : **Planning Permission is GRANTED**

65. Application No : 20/00400/FPH
Date Received : 21.07.20
Location : 39 Dryden Crescent Stevenage Herts SG2 0JH
Proposal : Single storey front and two storey side and rear extensions
Date of Decision : 14.09.20
Decision : **Planning Permission is REFUSED**

For the following reason(s);

The proposal would, by virtue of its size and its proximity to the public footpath, result in a form of development which would be unduly prominent when viewed in the street scene to the detriment of the character and appearance of the area. The development would, therefore, be contrary to Policies GD1 and SP8 of the Stevenage Borough Local Plan 2011 - 2031 (2019), the Council's Design Guide SPD (2009), the National Planning Policy Framework (2019) and Planning Practice Guidance (2014).

The proposal fails to demonstrate that adequate provision for car parking can be provided on site in accordance with the Council's standards set out in the Parking Provision Supplementary Document January 2012 for a 4 bedroom property. The proposal would, therefore be likely to result in on-street parking to the detriment of highway safety and neighbour amenity, contrary to Policy IT5 of the Stevenage Borough Local Plan 2011 - 2031 (2019), the Council's Car Parking Standards SPD (2012), the National Planning Policy Framework (2019) and Planning Practice Guidance (2014).

The two ground floor windows on the western elevation of the side extension which open over the adjacent public footpath will likely result in harm to the users of this public highway network to the detriment of highway safety. The development is, therefore, contrary to the Department for Transport (DfT) Manual for Streets (2007), the National Planning Policy Framework (2019) and Planning Practice Guidance (2014).

66. Application No : 20/00402/FPH
Date Received : 22.07.20
Location : 38 Barclay Crescent Stevenage Herts SG1 3NB
Proposal : Retention of front porch
Date of Decision : 09.09.20
Decision : **Planning Permission is GRANTED**

67. Application No : 20/00404/FPH
Date Received : 23.07.20
Location : 12 Chells Lane Stevenage Herts SG2 7AA
Proposal : Single storey rear extension.
Date of Decision : 17.09.20
Decision : **Planning Permission is GRANTED**
68. Application No : 20/00409/FPH
Date Received : 26.07.20
Location : 37 St. Albans Drive Stevenage Herts SG1 4RU
Proposal : Single storey side and front extension
Date of Decision : 09.09.20
Decision : **Planning Permission is GRANTED**
69. Application No : 20/00411/TPCA
Date Received : 27.07.20
Location : St Mary's Church Shephall Green Stevenage Herts
Proposal : Removal of over-hanging branches of 1no. elder tree
Date of Decision : 07.09.20
Decision : **CONSENT TO CARRY OUT WORKS TO A TREE IN A CONSERVATION AREA**
70. Application No : 20/00412/TPCA
Date Received : 27.07.20
Location : St Mary's Church Shephall Green Stevenage Herts
Proposal : Removal of over-hanging branches of 1no. plane tree
Date of Decision : 07.09.20
Decision : **CONSENT TO CARRY OUT WORKS TO A TREE IN A CONSERVATION AREA**

71. Application No : 20/00414/FPH
Date Received : 27.07.20
Location : 20 Essex Road Stevenage Herts SG1 3EX
Proposal : Single storey rear extension and side infill extension including garage conversion
Date of Decision : 09.09.20
Decision : **Planning Permission is GRANTED**
72. Application No : 20/00415/FPH
Date Received : 28.07.20
Location : 11 Briardale Stevenage Herts SG1 1TP
Proposal : Erection of outbuilding in rear garden
Date of Decision : 11.09.20
Decision : **Planning Permission is GRANTED**
73. Application No : 20/00416/FPH
Date Received : 28.07.20
Location : 82 Pankhurst Crescent Stevenage Herts SG2 0QH
Proposal : Single storey front and rear extensions
Date of Decision : 17.09.20
Decision : **Planning Permission is GRANTED**
74. Application No : 20/00420/FP
Date Received : 30.07.20
Location : 48 Darwin Road Stevenage Herts SG2 0DB
Proposal : Change the use of the land from public highway and public amenity land to residential use
Date of Decision : 15.09.20
Decision : **Planning Permission is GRANTED**

75. Application No : 20/00421/FPH
Date Received : 30.07.20
Location : 48 Broadwater Crescent Stevenage Herts SG2 8EG
Proposal : First floor rear extension
Date of Decision : 21.09.20
Decision : **Planning Permission is GRANTED**
76. Application No : 20/00423/FPH
Date Received : 30.07.20
Location : 12 Goddard End Stevenage Herts SG2 7ER
Proposal : Part two storey side, part first floor front extensions and alterations to parking arrangements
Date of Decision : 21.09.20
Decision : **Planning Permission is GRANTED**
77. Application No : 20/00427/CLPD
Date Received : 03.08.20
Location : 210 Chertsey Rise Stevenage Herts SG2 9JQ
Proposal : Certificate of lawfulness for proposed single storey rear extension
Date of Decision : 03.09.20
Decision : **Certificate of Lawfulness is APPROVED**
78. Application No : 20/00435/CLPD
Date Received : 07.08.20
Location : 13 Kenmare Close Stevenage Herts
Proposal : Certificate of lawfulness (Proposed) for the erection of a single storey rear extension and loft conversion with dormer window and 3 no. roof lights
Date of Decision : 03.09.20
Decision : **Certificate of Lawfulness is APPROVED**

79. Application No : 20/00438/CLPD
Date Received : 07.08.20
Location : 217 Broadwater Crescent Stevenage Herts SG2 8ES
Proposal : Certificate of lawfulness for proposed single storey rear extension
Date of Decision : 03.09.20
Decision : **Certificate of Lawfulness is APPROVED**
80. Application No : 20/00442/HPA
Date Received : 07.08.20
Location : 50 Wigram Way Stevenage Herts SG2 9UX
Proposal : Single storey rear extension which will extend beyond the rear wall of the original house by 3.82 metres, for which the maximum height will be 3.52 metres and the height of the eaves will be 2.47 metres
Date of Decision : 08.09.20
Decision : **Prior Approval is REQUIRED and REFUSED**

The proposed single storey rear extension by reason of its overall size, height, bulk, siting and projection in relation to the neighbouring property would constitute an unneighbourly and overdominant form of development, resulting in an acceptable loss in outlook and amenity. The development is, therefore, contrary to Policies GD1 and SP8 of the Stevenage Borough Local Plan 2011 - 2031 (2019), the Council's Design Guide SPD (2009), National Planning Policy Framework (2019) and the Planning Practice Guidance (2014).
81. Application No : 20/00440/FP
Date Received : 10.08.20
Location : 83 Brook Drive Stevenage Herts SG2 8TP
Proposal : Variation of condition 1 (Approved Plans) attached to planning permission reference number 18/00078/FP to reduce the width of the approved dwelling
Date of Decision : 22.09.20
Decision : **Planning Permission is GRANTED**

82. Application No : 20/00446/FP
Date Received : 10.08.20
Location : Land Adjacent To 552 And 554 Canterbury Way Stevenage
Herts SG1 4EF
Proposal : Change of use from public amenity land to residential land at
Nos. 552 and 554 and retention of fence at No. 552.
Date of Decision : 24.09.20
Decision : **Planning Permission is GRANTED**
83. Application No : 20/00448/COND
Date Received : 11.08.20
Location : Unit 2 Monkswood Retail Park Elder Way Stevenage Herts
Proposal : Discharge of condition 3 (plant enclosure) attached to planning
permission reference number 20/00296/FP
Date of Decision : 18.09.20
Decision : **The discharge of Condition(s)/Obligation(s) is APPROVED**
84. Application No : 20/00482/NMA
Date Received : 27.08.20
Location : 40 Fishers Green Stevenage Herts SG1 2JA
Proposal : Non material amendment to planning permission reference
10/00321/EOT to relocate car parking spaces, alter window and
door arrangements and add 3no. rooflights
Date of Decision : 21.09.20
Decision : **Non Material Amendment AGREED**

BACKGROUND PAPERS

1. The application files, forms, plans and supporting documents having the reference number relating to these items.
2. Stevenage Borough Local Plan 2011-2031 adopted May 2019.
3. Stevenage Borough Council Supplementary Planning Documents – Parking Provision adopted January 2012 and the Stevenage Design Guide adopted October 2009.
4. Responses to consultations with statutory undertakers and other interested parties.
5. Central Government advice contained in the National Planning Policy Framework February 2019 and National Planning Practice Guidance 2014 (as amended).
6. Letters received containing representations.

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Meeting: Planning and Development
Committee

Agenda Item:

Date: Wednesday 7 October 2020

INFORMATION REPORT - APPEALS / CALLED IN APPLICATIONS

Author – Linda Sparrow 01438 242837

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1. APPEALS RECEIVED

1.1 None

2. DECISIONS AWAITED

2.1 17/00730/ENF, 18b Boulton Road. Appeal against serving of Enforcement Notice relating to an unauthorised gym operating from the premises.

This appeal for Boulton Road has been re-started as of 18 February 2020 to allow for the procedure to be changed from written representations to a hearing.

2.2 19/00529/FPH. 2 Whitney Drive. Appeal against refusal of permission for a prt two storey, part first floor side extension.

2.3 20/00102/ENF. Land between Watercress Close, Coopers Close and Walnut Tree Close. Appeal against serving of Enforcement Notice relating to the unauthorised erection of 2m high hoarding enclosing open space between all three roads.

3. DECISIONS RECEIVED

3.1 None.

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