

STEVENAGE BOROUGH COUNCIL
PLANNING AND DEVELOPMENT COMMITTEE
MINUTES

Date: Tuesday, 4 October 2022

Time: 6.30pm

Place: Council Chamber, Daneshill House, Danestrete, Stevenage

Present: Councillors: Michael Downing (Chair), Adrian Brown (Vice-Chair), Sandra Barr, Jim Brown, Teresa Callaghan, Matt Creasey, Chris Howells, Graham Lawrence CC, Mrs Joan Lloyd, Margaret McKay, Adam Mitchell CC, Graham Snell and Anne Wells.

Start / End Start Time: 6.30pm
Time: End Time: 9.00pm

1 APOLOGIES FOR ABSENCE AND DECLARATIONS OF INTEREST

Apologies for absence were submitted on behalf of Councillors Julie Ashley-Wren and Claire Parris. Councillor Jim Brown was substituting for Councillor Parris.

There were no declarations of interest.

2 MINUTES - 6 SEPTEMBER 2022

It was **RESOLVED** that the minutes of the meeting of the Planning and Development Committee held on 6 September 2022 be approved as a correct record and signed by the Chair.

3 22/00369/FPM - BARNWELL LOWER SCHOOL, COLLENSWOOD ROAD

The Chair advised that this item had been withdrawn from the agenda, as additional information had only just been received from the applicant which officers would need time to assess.

4 22/00437/FPM - 10A AND 10B BURWELL ROAD

The Committee considered a report in respect of application 22/00437/FPM, seeking planning permission for the demolition of the existing 2no. semi-detached houses and erection of 20 no. flats comprising 12 no. 1 bed and 8 no. 2 bed, associated parking and ancillary works, at 10A and 10B Burwell Road.

The Senior Planning Officer gave a presentation in respect of this application. She concluded that (as set out in the report), whilst there was a policy conflict with Policies HO5 and GD1 of the adopted Local Plan, the development would, on balance, accord with the majority of the policies in that Plan, as well as the Council's adopted Supplementary Planning Documents. It would accord with the policies set out in the National Planning Policy Framework (2021) and Planning Policy

Guidance. In addition, it has been identified in the overall planning balance, that the overall benefits of the scheme outweighed the policy conflicts identified. It was therefore recommended that planning permission be granted.

The Committee was addressed by Mr Daryl Hill, a local resident, in objection to the application. Mr Hill made the following points:

- the proposed new flat block would overlook his property;
- the 6 garages at the rear of 10a and 10b Burwell Road (which were to be demolished), together with the hardstanding areas in front of each garage, were all used for parking, and so 12 parking spaces would be lost as a result of the development, thereby increasing on-street parking in nearby roads;
- in 2001, the County Council had wished to demolish the properties and redevelop the site for a Police Cadet building. The application had been refused by SBC on the grounds of loss of parking;
- Chertsey Rise was already very narrow due to parked cars, a situation which was exacerbated for buses, and would be worsened due to the extra traffic generated by the development; and
- it would be preferable for the two existing houses to be retained.

The Committee was then addressed by Mr Ash Ahmed (SBC Assistant Director: Housing Development) in support of the application. Mr Ahmed commented as follows:

- this was an opportunity to develop the site into 20 apartments, and would be attractive for elderly residents wishing to downsize into high quality accommodation;
- an assessment had shown that a number of the 6 garages were vacant. The garages had been purchased by SBC from the County Council;
- the site would provide more than the minimum amount of affordable housing; and
- the overall parking position would be improved by the development.

In reply to Members' questions, the Senior Planning Officer stated:

- although there was no lift in the new flat block, all properties would be capable of being adapted to meet disability issues. All ground floor units would be able to accommodate wheelchair users, and the units on the other floors would be adaptable in other ways (wet rooms, handrails etc.);
- the balance between policy conflicts and recommending an application for approval was a subjective planning judgement;
- the Highways Authority had deemed the access to the site off Chertsey Rise to be acceptable for the use of emergency vehicles;
- in terms of safety/theft issues, the cycle parking area met current standards and was located where it could be overlooked by residents;
- Condition 16 provided the necessary flexibility for the Local Planning Authority to secure as many climate change/environmental measures as possible to address the sustainable adaptation of the building;
- the bin store was located to the front of the site to allow doorstep collection. If

- located to the rear it would result in the loss of one parking space;
- in terms of parking, there would be one disabled space out of 18 (which was in accordance with parking standards), although there was an under-utilisation of spaces at the adjoining flat block;
- the existing 6 garages were predominantly used for storage, and the hardstanding areas in front of them were not designated as parking spaces, even though it appeared that some of them were used as such. Anyone currently using the garages would be able to rent an alternative garage nearby, as plenty were available.

It was **RESOLVED** that application 22/00437/FPM be granted planning permission, subject to the conditions set out below, and to the applicant having first entered into a Section 106 legal agreement to secure/provide contributions towards the provision of affordable housing; apprenticeships and construction jobs; the provision of a 10% net gain in Biodiversity off-site within Stevenage; and a Section 106 monitoring fee, the detail of which would be delegated to the Assistant Director of Planning and Regulation, in liaison with the Council's appointed solicitor, as well as the imposition of suitable safeguarding conditions, with authority given to the Assistant Director of Planning and Regulation, in consultation with the Chair of Planning & Development Committee, to amend or add to the suggested draft conditions set out in the report, prior to the decision notice being issued, where such amendments or additions would be legally sound and most effectively deliver the development that the Planning Committee has resolved to approve:

1. The development hereby permitted shall be carried out in accordance with the following approved plans:
13761-P200-F; 13761-P203-A; 13761-P202-C; 13761-P201-G; 13761-S199-A
2. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.
3. 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 4 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 5.
4. 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 4 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 5.

5. In the event that contamination is found at any time when carrying out the approved development that was not previously identified, as required under condition 3, 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.
6. At least 50% of the residential units are Category 2: Accessible and Adaptable dwellings.
7. All areas of hedges, scrub or similar vegetation where birds may nest which are to be removed as part of the development, are to be cleared outside the bird-nesting season (March - August inclusive) or if clearance during the bird nesting season cannot be reasonably be avoided, a suitably qualified ecologist will check the areas to be removed immediately prior to clearance and advise whether nesting birds are present. If active nests are recorded, no vegetation clearance or other works that may disturb active nests shall proceed until all young have fledged the nest.
8. The noise mitigation measures as detailed in the Noise Impact Assessment prepared by Sound Planning Ltd dated 22 April 2022 shall be implemented in accordance with the approved details unless otherwise agreed in writing by the Local Planning Authority.
9. Prior to the commencement of any landscaping, a landscape and ecological management plan (LEMP) shall be submitted to and approved in writing by the Local Planning Authority. The content of the LEMP shall ensure the delivery of the agreed number of habitat and hedgerow units as a minimum (0.5233 habitat units, 0.4050 hedgerow units) to contribute to a net gain in biodiversity and include the following.
 - (a) Description and evaluation of features to be managed.
 - (b) Aims and objectives of management.
 - (c) Appropriate management options for achieving target condition for habitats as described in the approved metric.
 - (d) Prescriptions for management actions, only definitive measures are acceptable.
 - (e) Preparation of a 30 year annual work schedule (capable of being rolled forward in perpetuity), clearly marked on plans.
 - (f) Details of the body or organisation responsible for implementation of the plan.
 - (g) Ongoing monitoring plan and remedial measures to ensure habitat condition targets are met.
 - (h) Details of species selected to achieve target habitat conditions as

identified in approved metric, definitively stated and marked on plans.

- (i) Details (make, model and location) of 10 integrated bat boxes and 10 integrated swift boxes to be included in the proposal.

The LEMP shall also include details of the legal and funding mechanism(s) by which the long-term implementation of the plan will be secured by the developer with the management body responsible for its delivery. The plan shall also set out (where the results from monitoring show that conservation aims and objectives of the LEMP are not being met) how contingencies and/or remedial action will be identified, agreed and implemented so that the development still delivers the fully functioning biodiversity objectives of the originally approved scheme.

10. No development shall take place (including site clearance) until the tree protection measures as detailed on the Arboricultural Impact Assessment (AIA) plan prepared by GHA Trees Arboricultural Consultancy, Rev B, dated April 2022 have been implemented accordingly. The tree protection measures shall remain in place until the development has been completed. Within the tree protection areas to be fenced off in accordance with the AIA there shall be no alteration to the ground level and they shall be kept clear of vehicles, materials, surplus soil, temporary buildings, plant and machinery.
11. Prior to the commencement of the development (including demolition and site clearance), a 'Construction Traffic Management Plan shall be submitted to and approved in writing by the Local Planning Authority in consultation with the Highway Authority. Thereafter the construction of the development shall only be carried out in accordance with the approved Plan. The 'Construction Traffic Management Plan' shall identify details of:
 - (a) Demolition and removal plans.
 - (b) Provision of sufficient on-site parking prior to commencement of construction activities.
 - (c) Additional measure to stop construction related vehicles parking onto public highways (Burwell Road and Chertsey Rise).
 - (d) Construction vehicle numbers, type, routing.
 - (e) Traffic management requirements.
 - (f) Timing of construction activities (including delivery times and removal of waste) and to avoid school pick up/drop off times.
 - (g) Construction and storage compounds (including areas designated for car parking, loading/ unloading and turning areas).
 - (h) Cleaning of site entrances, site tracks and the adjacent public highway.
 - (i) Post construction restoration/reinstatement of the working areas and temporary access to the public highway.
 - (j) Wheel cleaning arrangement.
12. No development shall take place until a final design of the drainage scheme for the site has been submitted to and approved in writing by the Local Planning Authority. The scheme shall subsequently be implemented in accordance with the approved details before the development is occupied. The scheme shall include:
 - Updated surface water drainage calculations and modelling for all rainfall events up to and including the 1 in 100 year plus climate change event,

- including infiltration options.
- Updated full detailed surface water drainage plan showing the proposed discharge point, the location of the proposed SuDS features, any pipe runs and size.
 - Detailed engineered drawings of the proposed SuDS features including their, size, volume, depth and any inlet and outlet features including any connecting pipe runs along with all corresponding detailed calculations/modelling.
 - Exceedance flow paths for surface water for events greater than the 1 in 100 year plus climate change.
13. Upon completion of the drainage works, a management and maintenance plan for the SuDS features and drainage network must be submitted to and approved in writing by the Local Planning Authority. The scheme shall include:
 - Provision of complete set of as built drawings including the final drainage layout for site drainage network.
 - Maintenance and operational activities for the lifetime of the development.
 - Arrangements for adoption and any other measures to secure the operation of the scheme throughout its lifetime.
 14. No development shall take place above slab level until a schedule and 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. Development shall be carried out in accordance with the approved details.
 15. No development shall take place until there has been submitted to and approved by the Local Planning Authority a scheme of soft and hard landscaping and details of the treatment of all hard surfaces. The scheme shall include details of all existing trees and hedgerows on the land and details showing all trees to be removed, or retained, together with details of all new planting to take place including species, size and method of planting.
 16. No development shall take place above slab level until details of measures to address adaptation to climate change 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.
 17. Prior to first occupation of the development hereby permitted details of external lighting to the site shall be submitted to the Local Planning Authority and approved in writing. There shall be no other sources of external illumination.
 18. Prior to the first occupation of the development hereby permitted, details of the cycle storage areas shall be submitted to the Local Planning Authority and approved in writing. The cycle storage areas shall be retained and maintained accordingly during the lifetime of the development.
 19. The dwellings hereby permitted shall not be occupied until the general waste

and recycle stores and plant areas associated with the development hereby permitted have been implemented in accordance with the details shown on approved plan 13761-P200-F and retained and maintained accordingly for the lifetime of the development.

20. Prior to the first occupation of the development hereby permitted, the parking spaces shown on approved plan 13761-200-F shall be provided with the underlying infrastructure for connection to the electricity network to enable them to be served by an electric vehicle charging point.
21. Prior to the first occupation of the dwelling hereby permitted the access, turning and parking provision as shown on approved plan 13761-P200-F shall be constructed, hardsurfaced and made ready for use. The parking areas shall be constructed in a porous material or provision shall be made for a sustainable urban drainage system (SuDS) to be built into the hardsurfaced areas. Once provided the parking facilities shall be retained in that form and thereafter be used for the parking of vehicles only.
22. Prior to the first occupation of the development hereby permitted, provision of bird boxes and bat bricks or boxes as specified in the Ecological Appraisal prepared by Windrush Ecology dated March 2022 shall be erected accordingly and thereafter permanently retained and maintained.
23. Notwithstanding the details shown in this application the treatment of all boundaries including details of any walls, fences, gates or other means of enclosure shall be submitted to and approved in writing by the Local Planning Authority prior to the first occupation of the development hereby permitted. The approved boundary treatments shall be completed before the development is first occupied.
24. Prior to the first occupation of the development, additional plans must be submitted to and approved in writing by the Local Planning Authority, in consultation with the Highway Authority, which show the detailed engineering and construction design of the following highway works under s278 as indicated on the drawing 5737/1001 listed below and these works shall be constructed to the specification of the Highway Authority and Local Planning Authority's satisfaction:
 - (a) The existing access points off Burwell Road servicing the 10A and 10B permanently closed off and reinstate of full high kerbs, highway verge and footways.
 - (b) All pedestrian access points to highways as indicated on the proposed drawing (Ref 13761-P200-F) should be designed in accordance with the inclusive mobility guidance (Ramp, slope etc.).
 - (c) Provide new footway along new access point and connect with the existing footway along Chertsey Rise as shown the drawing (Ref-5737/1001).
 - (d) Provide tactile crossing points as shown on the drawing (Ref-5737/1001):
 - The junction of Burwell Road and Chertsey Rise;
 - The junction of Chertsey Rise and private road (the proposed site

- access road);
 - New pedestrian's crossing point onto Burwell Road opposite the site frontage to connect opposite site footway;
 - The junction of Burwell Road and Burwell Shop access point.
25. Prior to the first occupation of the development, additional plans must be submitted to and approved in writing by the Local Planning Authority, in consultation with the Highway Authority, which show the detailed engineering and construction design of the bus shelter, Kassel Kerb under s278 as indicated on the drawing 5737/1001 at the existing flagpole bus stops onto Chertsey Rise (directly eastern side of the site) and these works shall be constructed to the specification of the Highway Authority and Local Planning Authority's satisfaction before first occupation.
26. All planting, seeding or turfing comprised in the approved details of landscaping shall be carried out in the first planting and seeding seasons following the first occupation of the building(s) or the completion of the development whichever is the sooner.
27. 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.
28. No tree shown retained on the approved plans, or subsequently approved landscaping scheme, shall be cut down, uprooted or destroyed, nor shall any retained tree be topped or lopped within five years of the completion of development without the written approval of the Local Planning Authority.
29. Infiltration testing should be in accordance with BRE Digest 365 which should be carried out at the location of any infiltration measure(s). Where infiltration is not possible, evidence that approval has been sought from the relevant water authority should be provided for any connection into a public surface water sewer.

Directives

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

2. **Building Regulations**

To obtain advice regarding current Building Regulations please contact Hertfordshire Building Control Ltd. by emailing us at building.control@hertfordshirebc.co.uk or phoning us on 01438 879990

To make a building regulations application please apply through our website portal at <https://www.hertfordshirebc.co.uk/contact-us/> payment can be made online or by phoning the above number after the application has been uploaded. Please phone Hertfordshire Building Control for fees guidance on 01438 879990

Hertfordshire Building Control can also be contacted by post at Hertfordshire Building Control Ltd, 4th Floor, Campus West, Welwyn Garden City, Hertfordshire, AL8 6BX

Once a building regulations application has been deposited with relevant drawings and fee building work may commence. You will be advised in their acknowledgement letter of the work stages we need to inspect but in most instances these are usually:

- Excavation for foundations
- Damp proof course
- Concrete oversite
- Insulation
- Drains (when laid or tested)
- Floor and Roof construction
- Work relating to fire safety
- Work affecting access and facilities for disabled people
- Completion

Please phone Hertfordshire Building Control on 01438 879990 before 10.00am to ensure a same day inspection (Mon - Fri).

3. **Party Wall etc. Act 1996**

Any work that affects a party wall, including foundations dug within 3.0m of a neighbouring building, may be controllable under the Act and may require approval from the adjoining owner(s). Party Wall Act matters are always civil matters and it is neither Stevenage Borough Council's nor Hertfordshire Building Control Ltd's remit to control or enforce Party Wall act matters. Please refer to the Government's explanatory booklet The Party Wall etc. Act 1996, a copy of which is available online at

<https://www.gov.uk/government/publications/the-party-wall-etc-act-1996-revised-explanatory-booklet>

4. **Hertfordshire County Council as Highways Authority**

Extent of highway: Information on obtaining the extent of public highway around the site can be acquired from the County Council's website at:

www.hertfordshire.gov.uk/services/highways-roads-and-pavements/changes-to-your-road/extent-of-highways.aspx

5. **Hertfordshire County Council as Highways Authority**

Parking and Storage of materials: The applicant is advised that all areas for parking, storage, and delivery of materials associated with the construction of this development should be provided within the site on land which is not public highway, and the use of such areas must not interfere with the public highway. If this is not possible, authorisation should be sought from the Highway Authority before construction works commence. Further information is available via the website:

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

6. **Hertfordshire County Council as Highways Authority**

Obstruction of public highway land: It is an offence under section 137 of the Highways Act 1980 for any person, without lawful authority or excuse, in any way to wilfully obstruct the free passage along a highway or public right of way. If this development is likely to result in the public highway or public right of way network becoming routinely blocked (fully or partly) the applicant must contact the Highway Authority to obtain their permission and requirements before construction works commence. Further information is available via the website:

<http://www.hertfordshire.gov.uk/services/transtreets/highways> or by telephoning 0300 1234047.

7. **Hertfordshire County Council as Highways Authority**

Construction Management Plan (CMP): The purpose of the CMP is to help developers minimise construction impacts and relates to all construction activity both on and off site that impacts on the wider environment. It is intended to be a live document whereby different stages will be completed and submitted for application as the development progresses. A completed and signed CMP must address the way in which any impacts associated with the proposed works, and any cumulative impacts of other nearby construction sites will be mitigated and managed. The level of detail required in a CMP will depend on the scale and nature of development. The CMP would need to include elements of the Construction Logistics and Community Safety (CLOCS) standards as set out in our Construction Management template, a copy of which is available on the County Council's website at:

<https://www.hertfordshire.gov.uk/services/highways-roads-and-pavements/business-and-developer-information/development-management/highways-development-management.aspx>

8. Hertfordshire County Council as Highways Authority

The applicant is advised that in order to comply with this permission it will be necessary for the developer of the site to enter into an agreement with Hertfordshire County Council as Highway Authority under Section 278 of the Highways Act 1980 to ensure the satisfactory completion of the access and associated road improvements. The construction of such works must be undertaken to the satisfaction and specification of the Highway Authority, and by a contractor who is authorised to work in the public highway. Before works commence the applicant will need to apply to the Highway Authority to obtain their permission and requirements. Further information is available via the website:

<https://www.hertfordshire.gov.uk/services/highways-roads-and-pavements/businessanddeveloper-information/development-management/highways-developmentmanagement.aspx>

or by telephoning 0300 1234047.

9. Police Crime Prevention Design Service

Prior to construction the applicant will contact the Hertfordshire Constabulary CPDS with a view to seeking to achieve accreditation to the Police preferred minimum security standard that is Secured by Design. The reason for this is to ensure that the development is compliant with both National and Local Planning Policies, in addition, this will also demonstrate the discharge of obligations under Approved Document 'Q' - Security of Building Regulations”.

5 22/00377/FPM - STEWART HOUSE, PRIMETT ROAD

The Committee considered a report in respect of application 22/00377/FPM, seeking planning permission for the erection of one and two-storey extensions with accommodation in the roof, installation of new windows, balconies, lightwells, dormer windows and ancillary works to convert the existing office building (Use Class E) to 21 no. residential units comprising 11 no. 1 bedroom and 10 no. two bedroom flats at Stewart House, Primett Road.

The Principal Planning Officer (TW) gave a presentation in respect of this application. He concluded that the significant benefits of delivering 21 dwellings was considered to outweigh the less than substantial harm to the conservation area, the moderate harm to the character and appearance of the area, and the very limited adverse impacts relating to affordable housing. The proposal was therefore considered to be in accordance with the development plan when read as a whole, and he therefore recommended that planning permission be granted.

In response to a series of Members’ questions and comments, the Principal Planning Officer stated:

- the mitigation measures contained in application 22/00377/FPM had overcome the reasons for refusal of a previous prior approval application;
- the subsequent agreed prior approval application was for 16 dwellings on the existing footprint of the former office building (under the prior approval process, the applicant was unable to increase the size of the building, hence the need for the current application for an extension to provide 21 units;

- the building had been vacant and marketed for office use since 2019, without success, and as such the subsequent change of use to residential was policy-compliant;
- the overall size of the flats was considered to be acceptable, noting that some units were larger than others; and
- although there was no pavement to the Primett Road frontage, there was pedestrian access at the rear to the High Street.

The Assistant Director (Planning & Regulation) added that, although there was no requirement through the application to provide a pavement to the Primett Road frontage, it may be possible to consider the provision of a footway through the use of Community Infrastructure Levy (CIL) monies.

The Committee supported a revised Condition 7 recommended by the Principal Planning Officer in respect of noise mitigation measures, together with the additional conditions proposed in the body of the report, but not included in the recommendations, namely Nos. 15 (Privacy Screen) and 16 (Use of low and zero carbon technologies in the development).

It was **RESOLVED** that application 22/00377/FPM be granted planning permission, subject to the conditions set out in the report, together with the revised/additional conditions and informative set out below, and the transfer of the signed Section 106 legal agreement which has secured and/or provides for Employment and Apprenticeships opportunities, and that delegated powers be given to the Assistant Director of Planning and Regulation, in consultation with the Chair of Planning & Development Committee, to negotiate and secure the obligation detailed above (including triggers where appropriate) as part of the Section 106 Agreement, in order to mitigate the developments impact on infrastructure as well as secure the planning benefits which this scheme seeks to deliver. In addition, the imposition of suitable safeguarding conditions, with authority given to the Assistant Director of Planning and Regulation, in consultation with the Chair of the Planning & Development Committee, to amend or add to the suggested draft conditions set out in the report, prior to the decision notice being issued, where such amendments or additions would be legally sound and most effectively deliver the development that the Planning & Development Committee has resolved to approve:

Conditions:

1. The development hereby permitted shall be carried out in accordance with the following approved plans: 5712-3B; 5712-4H; 5712-5D; 5712-6; 5712-7;5712-8.
2. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.
3. No demolition, construction or maintenance activities audible at the boundary and no deliveries of construction and demolition materials shall be undertaken outside the hours 07:30 hours to 18:00 hours Mondays to Fridays, 08:00 hours to 13.00 hours on Saturdays and shall not operate on a Sunday or Bank Holiday, unless otherwise agreed in writing with the Local Planning Authority.

4. Any external lighting installed at the site shall be angled so as to avoid any spillage beyond the site boundaries unless otherwise agreed in writing by the local planning authority.
5. 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 submitted to and approved in writing by the local planning authority. Following completion of measures identified in the approved remediation scheme a verification report must be submitted to and approved in writing by the local planning authority.
6. At least 50% of the residential units shall be Category 2: Accessible and Adaptable dwellings.
7. The noise mitigation measures as detailed in Table 14 and paragraphs 7.5.2 to 7.5.3 of the Noise Impact Assessment prepared by Cambridge Acoustics and dated 15 September 2021 shall be implemented in accordance with the approved details unless otherwise agreed in writing by the Local Planning Authority.
8. No development shall take place (including site clearance) until a construction management plan 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 shall include details of the following:
 - a) Construction vehicle numbers, type, routing;
 - b) Access arrangements to site;
 - c) Traffic and pedestrian management requirements;
 - d) Construction and storage compounds (including areas designated for car parking, loading / unloading and turning areas);
 - e) Siting and details of wheel washing facilities;
 - f) Cleaning of site entrances, site tracks and the adjacent public highway;
 - g) Timing of construction activities (including delivery times and removal of waste) and to avoid school pick up/drop off times;
 - h) Provision of sufficient on-site parking prior to commencement of construction activities;
 - i) Post construction restoration/reinstatement of the working areas and temporary access to the public highway;
 - j) Where works cannot be contained wholly within the site, a plan should be submitted showing the site layout on the highway including extent of hoarding, pedestrian routes and remaining road width for vehicle movements;
 - k) A Site Waste Management Plan including mechanisms to deal with environmental impacts such as air quality and dust control measures,

noise and vibration restriction measures, light and odour and predicted and latterly actual waste arisings and how this is to be managed and where it is sent to.

- l) Dust control measures during demolition and construction from plant and machinery, and vehicles.
9. No development shall take place (excluding demolition and site clearance) until a detailed surface water drainage scheme for the site 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 infiltration tests conducted to BRE Digest 365 standards and geotechnical investigations to confirm the feasibility of discharge via infiltration and groundwater levels on site.
 - 2) 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.
 - 3) Final post-development network calculations for all storm events up to and including the 1 in 100 year + 40% climate change event with half drain down times.
 - 4) Exceedance flow paths for surface water for events greater than the 1 in 100 year including climate change allowance.
 - 5) Final detailed management plan to include arrangements for adoption and any other arrangements to secure the operation of the scheme throughout its lifetime.
10. No development shall take place above slab level until a schedule and samples of the materials to be used in the construction of the external surfaces and hard landscaping of the development hereby permitted have been submitted to and approved in writing by the Local Planning Authority. The development shall be carried out in accordance with the approved details and permanently retained as such thereafter.
11. No development shall take place above slab level until details of refuse stores have been submitted to and approved in writing by the Local Planning Authority. The approved refuse stores shall then be installed in full prior to beneficial occupation of the development and permanently retained as such thereafter.
12. No development shall take place above slab level until a detailed scheme for car parking, disabled parking, motorcycle parking, cycle parking, and electric vehicle charging points has been submitted to and approved in writing by the Local Planning Authority. The approved scheme shall be implemented in full prior to beneficial occupation of the development and permanently retained as such thereafter.

13. No development shall take place above slab level until a detailed hard and soft landscaping scheme has been submitted to and approved in writing by the Local Planning Authority. The approved scheme shall be implemented in full in the first planting and seeding season following completion of the development and any trees or shrubs which die or become damaged within five years of that date shall be replaced to the satisfaction of the Local Planning Authority.
14. Upon completion of the drainage works for the site and in accordance with the timing/phasing arrangement, a management and maintenance plan for the SuDS features and drainage network must be submitted to and approved in writing by the Local Planning Authority. The scheme shall include:
 1. Provision of a complete set of as built drawings for site drainage.
 2. Maintenance and operational activities.
 3. Arrangements for adoption and any other measures to secure the operation of the scheme throughout its lifetime.
15. Prior to the beneficial occupation of the development to which this permission relates, a privacy screen shall be erected on the northern edge of the balcony of Flat 15. The screen shall be fitted with obscure glass to level 3 on the standard scale and it shall measure 1.8m in height from the floor of the balcony. Once installed, the screen shall be permanently retained unless otherwise agreed in writing by the local planning authority.
16. Prior to the beneficial occupation of the development to which this permission relates, details of low and zero carbon technologies to be utilised within the development shall be submitted to and approved in writing by the local planning authority. The approved technologies shall be installed prior to the beneficial occupation of the development and permanently retained thereafter unless otherwise agreed in writing by the local planning authority.

Informatives:

1. The applicant is advised that the storage of materials associated with the construction of this development should be provided within the site on land which is not public highway, and the use of such areas must not interfere with the public highway. If this is not possible, authorisation should be sought from the Highway Authority before construction works commence. Further information is available via the County Council website at:

<https://www.hertfordshire.gov.uk/services/highways-roads-and-pavements/business-and-developer-information/business-licences/business-licences.aspx>

or by telephoning 0300 1234047.

2. It is an offence under section 137 of the Highways Act 1980 for any person, without lawful authority or excuse, in any way to wilfully obstruct the free passage along a highway or public right of way. If this development is likely to

result in the public highway or public right of way network becoming routinely blocked (fully or partly) the applicant must contact the Highway Authority to obtain their permission and requirements before construction works commence. Further information is available via the County Council website at:

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or by telephoning 0300 1234047.

3. It is an offence under section 148 of the Highways Act 1980 to deposit compost, dung or other material for dressing land, or any rubbish on a made up carriageway, or any or other debris on a highway to the interruption of any highway user. Section 149 of the same Act gives the Highway Authority powers to remove such material at the expense of the party responsible.

Therefore, best practical means shall be taken at all times to ensure that all vehicles leaving the site during construction of the development and use thereafter are in a condition such as not to emit dust or deposit mud, slurry or other debris on the highway. Further information is available by telephoning 0300 1234047.

4. The developer is strongly encourage to achieve Secured by Design (SBD) accreditation for the development. The Police Crime Prevention Design Advisor can be contracted by telephone on 01707 355227
5. Building Regulations

To obtain advice regarding current Building Regulations please contact Hertfordshire Building Control Ltd. by emailing us at building.control@hertfordshirebc.co.uk or phoning us on 01438 879990.

To make a building regulations application please apply through our website portal at <https://www.hertfordshirebc.co.uk/contact-us/> payment can be made online or by phoning the above number after the application has been uploaded. Please phone Hertfordshire Building Control for fees guidance on 01438 879990.

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Once a building regulations application has been deposited with relevant drawings and fee building work may commence. You will be advised in their acknowledgement letter of the work stages we need to inspect but in most instances these are usually:

Excavation for foundations
Damp proof course

Concrete oversite
Insulation
Drains (when laid or tested)
Floor and Roof construction
Work relating to fire safety
Work affecting access and facilities for disabled people
Completion

Please phone Hertfordshire Building Control on 01438 879990 before 10.00am to ensure a same day inspection (Mon - Fri).

6. 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.

7. A Groundwater Risk Management Permit from Thames Water will be required for discharging groundwater into a public sewer. Any discharge made without a permit is deemed illegal and may result in prosecution under the provisions of the Water Industry Act 1991. We would expect the developer to demonstrate what measures he will undertake to minimise groundwater discharges into the public sewer. Permit enquiries should be directed to Thames Water's Risk Management Team by telephoning 020 3577 9483 or by emailing trade.effluent@thameswater.co.uk. Application forms should be completed on line via www.thameswater.co.uk. Please refer to the Wholesale; Business customers; Groundwater discharges section.

6 22/00673/FP - GARAGES AND FORECOURT AREA TO REAR OF 13-19 THE CHACE

The Committee considered a report in respect of application 22/00637/FP, seeking planning permission for the variation of Condition 1 (plans) of planning permission 20/00672/FP to allow the siting of 3no. three bed dwellings, parking and amenity space as built, at the Garages and Forecourt area to the rear of 13-19 The Chace.

The Principal Planning Officer (AD) gave a presentation in respect of this application. She concluded that the setting-out error which has resulted in the dwellings being built 1.2m deeper into the site than approved, with consequential changes to the front parking / amenity areas and rear gardens / fencing / steps. She considered that this did not cause material harm to the Fairlands Valley Green Link, the character and appearance of the area, nor the amenity of the occupiers of Nos.13 – 19 The Chace to the east or the approved car parking arrangements. Therefore, the application proposal was considered to be acceptable and in accordance with relevant policies of the Stevenage Local Plan.

The Committee was addressed by Mr Richard Camp, a local resident, in objection to the application. Mr Camp made the following comments:

- the dwellings were overbearing and reduced sunlight to the rear gardens of properties in The Chace, including his own. The windows looked into his property, infringing his privacy;
- the side wall of the nearest new dwelling was only 15m away from the rear of his dwelling, when the back to back distance should be 25m;
- the new dwellings had been constructed 1.2m further back into the site than that shown on the approved plans;
- the replacement trees were an inadequate replacement for those that had been removed to facilitate the development, and two existing trees had been damaged;
- there had been a decrease in wildlife adjacent to the site;
- the wellbeing of existing residents had been disregarded, with no discernible benefit to the locality.

The Principal Planning Officer (AD) confirmed that the only change to the approved application was in relation to the siting of the new dwellings, which had been constructed 1.2m deeper into the site than shown on the approved drawings. In response to Members' questions she commented:

- the remedy should the Committee wish to refuse the application would be to authorise enforcement proceedings for the demolition and re-building of the three new dwellings in accordance with the approved plans (such a decision would, of course, be subject to the appeal process);
- the situation would in no way create a precedent, as each application needed to be considered on its own merits;
- the only window in the side wall of the new property nearest to the rear gardens of the existing properties in The Chace was obscure glazed to prevent overlooking. The 25m separation figure quoted by Mr Camp was from the rear of one property to the other – in this instance, the 15m separation distance was acceptable in policy terms, as it related to the distance between the side/flank wall on the new property and the rear elevation of the existing properties;
- the Council's Arboricultural Officer had requested the re-planting of 15 "standard" trees on the site (12 -14cm girth). She would ask the Arboricultural Officer to check that the replacement trees were of sufficient standard;
- the responsibility for ensuring that planning applications were implemented in

accordance with approved plans rested with Building Control services (either the Hertfordshire Building Control Service or an external provider).

It was confirmed by the Assistant Director (Planning & Regulation) that should Members wish to refuse the application it would need to come back to committee where Members would need to decide whether or not to recommend enforcement action.

The Committee considered that the applicant should be requested to provide the reasons why the three dwellings had been constructed not in accordance with the approved plans. For this reason, the Committee deferred making a determination on application 22/00673/FP.

It was **RESOLVED** that application 22/00673/FP be deferred and that the applicant be requested to provide the reasons why the three dwellings had been constructed not in accordance with the approved plans.

7 22/00664/FP - 244 CANTERBURY WAY

The Committee considered a report in respect of application 22/00664/FP, seeking planning permission for the Change of use from dwellinghouse (Use Class C3) to a HMO (Use Class C4) at 244 Canterbury Way.

The Principal Planning Officer (RE) gave a presentation in respect of this application. She concluded that the proposed change of use of this three bedroom dwelling to a four bedroom House in Multiple Occupation (HMO) was considered to be acceptable in land use policy terms, and would not detrimentally impact the character and appearance of this residential area. The proposals would not cause adverse harm to the amenities of the neighbouring properties and the proposed car and cycle parking met the Council's parking provision, with no net gain required between the requirements of the C3 and C4 uses. The application was therefore recommended for approval.

In reply to Members' questions with regard to the parking provision associated with the development, the Principal Planning Officer confirmed that the proposed four bedroom HMO use would have a requirement for two parking spaces, with each bedroom requiring 0.5 spaces. As such there was no net gain needed at the site, and thus the premise of parking provision on site is acceptable in principle.

It was **RESOLVED** that application 22/00664/FP be granted planning permission, subject to the conditions set out below, with any amendments to those conditions being delegated to the Assistant Director of Planning & Regulation:

1. The development hereby permitted shall be carried out in accordance with the following approved plans: Site Location Plan; 879150.
2. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.
3. The proposed parking (including cycle parking) arrangements as shown on

drawing number 879150 shall be completed and made ready for use prior to first occupation of the property as a House of Multiple Occupation. The hardstanding shall be constructed or permeable materials or provision made for surface water runoff to drain to a porous area within the site boundary. The area shown for parking shall be retained for this use only in perpetuity.

Informatives

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.

2. Hertfordshire County Council as Highways Authority

Parking and Storage of materials: The applicant is advised that all areas for parking, storage, and delivery of materials associated with the construction of this development should be provided within the site on land which is not public highway, and the use of such areas must not interfere with the public highway. If this is not possible, authorisation should be sought from the Highway Authority before construction works commence. Further information is available via the website: <https://www.hertfordshire.gov.uk/services/highways-roads-and-pavements/business-and-developer-information/development-management/highways-development-management.aspx> or by telephoning 0300 1234047.

3. Hertfordshire County Council as Highways Authority

Obstruction of public highway land: It is an offence under section 137 of the Highways Act 1980 for any person, without lawful authority or excuse, in any way to wilfully obstruct the free passage along a highway or public right of way. If this development is likely to result in the public highway or public right of way network becoming routinely blocked (fully or partly) the applicant must contact the Highway Authority to obtain their permission and requirements before construction works commence. Further information is available via the website: <http://www.hertfordshire.gov.uk/services/transtreets/highways/> or by telephoning 0300 1234047.

4. Hertfordshire County Council as Highways Authority

Debris and deposits on the highway: It is an offence under section 148 of the Highways Act 1980 to deposit compost, dung or other material for dressing land, or any rubbish on a made up carriageway, or any or other debris on a highway to the interruption of any highway user. Section 149 of the same Act gives the Highway Authority powers to remove such material at the expense of the party responsible. Therefore, best practical means shall be taken at all times to ensure that all vehicles leaving the site during construction of the development and use thereafter are in a condition such as not to emit dust or deposit mud, slurry or other debris on the highway. Further information is available by telephoning 0300 1234047.

8 22/00465/FP - 37 COLESTRETE

The Committee considered a report in respect of application 22/00465/FP, seeking planning permission for the erection of 1no. detached three bedroom dwelling at 37 Colestrete.

The Principal Planning Officer (TW) gave a presentation in respect of this application. He concluded that the impacts of the development on the character and appearance of the area, on the living conditions of neighbouring occupiers, on parking, highway safety, and trees would be acceptable. The standard of the proposed accommodation would also be acceptable. Accordingly, he considered that the benefits of delivering one additional dwelling was considered to outweigh any adverse impacts associated with the conflict with Policy HO5. The proposal was therefore considered to be in accordance with the development plan and it was recommended that the application be approved.

The Committee was addressed by Mr Dave Woolley, a local resident, in objection to the proposal. Mr Woolley made the following points:

- the proposed dwelling was not aligned with existing properties in Colestrete;
- although shown as a first floor study, there was no guarantee that this would not be used as a fourth bedroom;
- in terms of sunlight, the house would cast a large shadow over nearby properties in Colestrete and Colestrete Close;
- the corner of Colestrete and Colestrete Close was a blind spot and there had many several traffic accidents in the vicinity of the site;
- on-street parking might be exacerbated as some residents on occasion had to park over 200 yards from their properties; and
- concern over the removal of three trees at the side of the proposed dwelling.

The Committee was then addressed by Mr Ash Ahmed (SBC Assistant Director: Housing Development) in support of the application. Mr Ahmed commented as follows:

- the dwelling would be a property in the Council's Housing Revenue Account and would be an addition to its housing stock;
- should the Council decide to sell the property on the open market then the

- capital receipt would be used towards the provision of affordable housing elsewhere in the Borough;
- the property was of modern design and had sufficient off-street parking provision; and
 - the Council's Arboricultural Team had raised no objection to the removal of the three trees to the side of the new dwelling, although there was no objection to the provision of additional tree planting if required;.

The Principal Planning Officer explained that the first floor study was too small to be a bedroom under current planning policy standards. Whilst on-street parking issues in the area were acknowledged, the two off-street parking spaces proposed were considered to be sufficient.

In reply to Members' questions, the Principal Planning Officer stated:

- the information received from Hertfordshire County Council (as Highways Authority) had reported no recorded traffic accidents in the vicinity of the site within the last 5 years; and
- the reason the siting of the proposed dwelling had to be set back from street line was due to the existence of a street tree at the front of the site, which required a 4 metre separation distance.

It was **RESOLVED** that application 22/00465/FP be granted planning permission, subject to the conditions set out below, and with delegated authority given to the Assistant Director of Planning and Regulation, in consultation with the Chair of the Planning & Development Committee, to amend or add to the suggested draft conditions set out in the report prior to the decision notice being issued, where such amendments or additions would be legally sound and most effectively deliver the development that the Planning Committee has resolved to approve:

1. The development hereby permitted shall be carried out in accordance with the following approved plans: 20168-S-001-B; 20168-P002-E.
2. The development hereby permitted shall be begun before the expiration of three years from the date of this permission.
3. No demolition, construction or maintenance activities audible at the boundary and no deliveries of construction and demolition materials shall be undertaken outside the hours 07:30 hours to 18:00 hours Mondays to Fridays, 09:00 hours to 13.00 hours on Saturdays and shall not operate on a Sunday or Bank Holiday, unless otherwise agreed in writing with the Local Planning Authority.
4. Any external lighting installed at the site shall be angled so as to avoid any spillage beyond the site boundaries unless otherwise agreed in writing by the local planning authority.
5. 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 submitted to and approved in writing by the local planning authority. Following completion of measures identified in the approved remediation scheme a verification report must be submitted to and approved in writing by the local planning authority.

6. No development shall take place (including site clearance) until a construction management plan 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 shall include details of the following:
 - a) Construction vehicle numbers, type, routing;
 - b) Access arrangements to site;
 - c) Traffic and pedestrian management requirements;
 - d) Construction and storage compounds (including areas designated for car parking, loading / unloading and turning areas);
 - e) Siting and details of wheel washing facilities;
 - f) Cleaning of site entrances, site tracks and the adjacent public highway;
 - g) Timing of construction activities (including delivery times and removal of waste) and to avoid school pick up/drop off times;
 - h) Provision of sufficient on-site parking prior to commencement of construction activities;
 - i) Post construction restoration/reinstatement of the working areas and temporary access to the public highway;
 - j) Where works cannot be contained wholly within the site, a plan should be submitted showing the site layout on the highway including extent of hoarding, pedestrian routes and remaining road width for vehicle movements;
 - k) A Site Waste Management Plan including mechanisms to deal with environmental impacts such as air quality and dust control measures, noise and vibration restriction measures, light and odour and predicted and latterly actual waste arisings and how this is to be managed and where it is sent to.
 - l) Dust control measures during demolition and construction from plant and machinery, and vehicles.
7. No development shall take place (including demolition and site clearance) until a 30% crown reduction has been carried out to the maple tree adjacent to the western boundary of the site unless otherwise agreed in writing by the local planning authority.
8. No development shall take place above slab level until a schedule and samples of the materials to be used in the construction of the external surfaces and hard landscaping of the development hereby permitted have been submitted to and approved in writing by the Local Planning Authority. The development shall be carried out in accordance with the approved details and permanently retained as such thereafter.

9. No development shall take place above slab level until details of refuse and recycling stores have been submitted to and approved in writing by the Local Planning Authority. The approved refuse and recycling stores shall then be installed in full prior to beneficial occupation of the development and permanently retained as such thereafter.
10. No development shall take place above slab level until details of cycle parking have been submitted to and approved in writing by the Local Planning Authority. The approved cycle parking shall then be installed in full prior to beneficial occupation of the development and permanently retained as such thereafter.
11. No development shall take place above slab level until details of electric vehicle charging points (EVCP) have been submitted to and approved in writing by the Local Planning Authority. The approved EVCPs shall be installed in full prior to beneficial occupation of the development and permanently retained as such thereafter.
12. No development shall take place above slab level until details of measures for adaptability to climate change have been submitted to and approved in writing by the local planning authority. The approved measures shall be installed in full prior to beneficial occupation of the development and permanently retained as such thereafter.
13. Prior to the first occupation of the development hereby permitted the proposed access arrangements and on-site car parking shall be implemented in accordance with the approved plans and retained thereafter available for that specific use.

Informatives

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4. Building Regulations

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- Damp proof course
- Concrete oversite
- Insulation
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- Work relating to fire safety

Work affecting access and facilities for disabled people
Completion

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9 INFORMATION REPORT - DELEGATED DECISIONS

Noted.

10 INFORMATION REPORT - APPEALS/CALLED IN APPLICATIONS

Noted.

In relation to the recent successful appeal regarding residential development of the Icon employment site, the Assistant Director (Planning & Regulation) advised that prior approval for the demolition of the Icon building would commence in early November 2022, with construction works programmed to start in the Spring of 2023.

11 URGENT PART I BUSINESS

None.

12 EXCLUSION OF THE PRESS AND PUBLIC

Not required.

13 URGENT PART II BUSINESS

None.

CHAIR