

BERKHAMSTED TOWN COUNCIL

Minutes of the Meeting of the

TOWN PLANNING COMMITTEE

held in the Council Chamber, Civic Centre, Berkhamsted on

Monday 23 December 2019 at 7.30 pm

MEMBERS PRESENT:

Councillors: G Stevens – Chair
C Corry – Vice Chair
A Armytage
P Fisher
J Jones
N Woolner (substituting for Cllr P White)

ALSO PRESENT:

Mrs J Mason, Town Clerk

4 members of the public

TP 190/19 To receive **Apologies for Absence**

Apologies had been received from Cllr P de Hoest and Cllr P White.

TP 191/19 To receive **Declarations of Interest** regarding items on the agenda.

Cllr G Stevens declared personal interests in the following applications:
19/03053/FHA because the architect was known to him;
19/03112/FUL because the applicant was known to him;
19/03002/FHA because the architect was known to him, and
19/03015/FHA because the architect was known to him.

Cllr N Woolner declared personal interests in the following applications:
19/03058/FUL and would not therefore participate in the discussion
regarding this application; and
19/03067/FHA because the architect was known to her.

Cllr P Fisher declared a personal interest in application 19/03067/FHA
because the architect was known to him.

TP 192/19 Minutes of the Previous Meeting held on 2 December 2019.

The minutes of the meeting held on 2 December 2019 were approved as a correct record and were duly signed as such by the Chair.

TP 193/19 Chair's Communications

1. Road Traffic Orders

Proposed Waiting Restrictions in Lower Kings Road – letter from Hertfordshire County Council (HCC) – update on scheme progress

HCC proposes to implement the following waiting restrictions on specified lengths of Lower Kings Road, Berkhamsted:

- Single Yellow Line (No Waiting Mon – Sat 7.30am to 6.30pm plus No Loading Mon – Fri 7.30am to 9.30am & 3.30pm to 6.30pm and Sat 10am to 3pm); and
- Double Yellow Line (No Waiting, No Loading, No Unloading at Any Time).

These measures are being proposed to facilitate the passage of all vehicles for a specified length of the road ensuring it is free from vehicular obstructions at peak times allowing traffic to flow freely.

At the Town Planning Committee meeting on the 15th July 2019, it was agreed that HCC should be written to advising that the Town Council welcomed the implementation of the proposed waiting restrictions.

HCC responded on the 29 December 2019 to advise that the scheme will now be progressed. Site notices will be placed within the vicinity of the proposals and advertisements will be placed in local newspapers. The Deputy Town Clerk has emailed to request details of when the formal consultation will take place and has been advised that this would take place in January.

2. Tree Preservation Orders

None had been received.

3. Licensing

- i) Premises Licence – Minor Variation Application from **The Brewery Shop Ltd** received in respect of:
Mad Squirrel Tap & Bottle Shop
104 High Street
Berkhamsted

- ii) Premises Licence received from **Platform Wines Limited** in respect of:
Platform Wines
Berkhamsted Station
Lower Kings Road
Berkhamsted

The above applications were **noted**.

4. BOROUGH OF DACORUM (LOWER KINGS ROAD AND BOURNSIDE, BERKHAMSTED) (OFF-STREET PARKING PLACES) (AMENDMENT NO. 5) ORDER 2020

NOTICE IS HEREBY GIVEN THAT DACORUM BOROUGH COUNCIL, pursuant to arrangements made with Hertfordshire County Council under section 19 of the Local Government Act 2000 and the Local Government (Arrangements for Discharge of Functions) (England) Regulations 2012, and in exercise of the powers conferred on that County under sections 32, 35 and 124 of and Part IV of Schedule 9 to the Road Traffic Regulation Act 1984, propose to make the above-mentioned Order.

The general effect of the Order would be to amend the Borough of Dacorum (Off-Street Parking Places) Order 2017, so as:

- (a) in the Lower Kings Road car park, Berkhamsted,
 - (i) between 8am and 6pm on Mondays to Sundays inclusive:
 - (A) on floors 0, 1, 2, and 3: to introduce parking charges and maximum stay of 4 hours (no return for 2 hours). The charges would be as follows: Up to 1 hour - £0.80; 1 to 2 hours - £1.50; 2 to 3 hours - £2.20; 3 to 4 hours - £3.00;
 - (B) on floors 4 and 5: to introduce parking charges and a maximum stay of 10 hours (no return for 2 hours). The charges would be as follows: Up to 1 hour - £0.80; 1 to 2 hours - £1.50; 2 to 3 hours - £2.20; 3 to 4 hours - £3.00; 4 to 10 hours - £4.00;
 - (ii) between 8am and 6pm on Saturdays and Sundays, on floors 6 and 7: to introduce parking charges and a maximum stay of 4 hours (no return for 2 hours). The charges would be as follows: Up to 1 hour - £0.80; 1 to 2 hours - £1.50; 2 to 3 hours - £2.20; 3 to 4 hours - £3.00; and
 - (iii) between 8am and 6pm on Mondays to Fridays inclusive only, of floors 6 and 7: to introduce business season ticket only parking. The charge for a business season ticket would be £375 for 12 months with a maximum of 78 business season tickets available at any one time; and
- (b) in the Bournside car park, Berkhamsted, between 8am and 6pm on Mondays to Sundays inclusive to introduce disabled blue badge holders and motorcycle parking which would be free of charge with a maximum stay of 4 hours (no return for 2 hours). Cycle racks for pedal cycles would also be provided in this car park.

The effect of the proposed Order would be to introduce the conditions to park in the Lower Kings Road multi-storey car park and the Bournside surface car park when they open after construction. The statutory consultation period will be from 18 December 2019 to 20 January 2020 to allow for the Christmas break.

The Chair **suspended standing orders** to enable Ms A Foster, representing the Berkhamsted Citizens Townscape Group, to speak. She advised that the Townscape Group had carefully analysed the proposals set out in the Order and its principal concern was an expression of disappointment in the small increase in spaces available to shoppers and visitors compared to those available before the project started. Once business spaces are deducted, the Group calculated that there would only be an additional 23 such spaces. Ms Foster and her colleagues were concerned that there was therefore little real benefit to the people of Berkhamsted. Their view was that the lower costs at the MSCP would attract people who had previously parked at the station whilst thus attracting people from further afield, Tring for example, who would take advantage of the cheaper parking rates and cheaper train fares into London. It would be helpful if the car park behind Woods (St John's Well) could revert to short stay only, to provide a further 68 spaces over the pre-MSCP situation.

Ms Foster supplemented the above comments with 12 specific questions as set out below:

- 1) If parking control is based on ANRP on entry to the carpark rather than to individual levels. How are the various restrictions to be enforced – parking wardens?
- 2) The schematic of Nov 2018 shows 6 electric charging points on the top floor. The draft Car Park Management Plan (CPMP) indicates that these are now on the ground floor, Is this correct? Would they in any case not be better on a long stay floor?
- 3) Are bays with charging points available only to electric car users?
- 4) Supposedly the infrastructure is built in to add additional charging points when needed – what would trigger that?
- 5) Can anything be done to deter commuter parking or is this seen as economically desirable?
- 6) If it is desirable, is there anything to prevent unused business capacity becoming more commuter parking? – season tickets will be offered to the public £375 - £1224 at the station, according to the CPMP
- 7) There are no parent and child places – though it appears none were in the plan, is that acceptable?

8) Disabled users appear to have to cross the Waitrose traffic flow, are there crossing places or alternatives?

9) Similarly is a pedestrian crossing at the junction with Lower Kings Road planned? With increased traffic this will be a difficult junction for pedestrians.

10) There appear to be no schematics available for the area around the carpark, there is no information on the pedestrian route from Lower Kings Road to Waitrose/ Carpark or round the service road.

11) Is the proposal to turn Woods carpark to short stay only, still planned?

12) Operating hours – is it still proposed to close the car park between 1am and 7pm as per the original specification?

To **receive** and **consider** the Town Council's response to the above Traffic Regulation Order Consultation. The statutory consultation period will be from 18 December 2019 to 20 January 2020 to allow for the Christmas break.

Thanking Ms Foster for her well-considered input the Chair reinstated standing orders. He was able to respond briefly to some of the points raised. For example, enforcement of correct charges would be by ANPR at the entrance supplemented by cameras within the car park. Parking charge notices would then be issued as appropriate by officers. Regarding electric vehicle charging points usage would be monitored and although there would be six points initially it should be noted that provision is low across the Borough and that this was a starting point. The ducting was in place to expand provision within the MSCP if necessary although the electricity feed to the building would need to be enhanced. Cllr Stevens acknowledged the points made about the needs of commuters overriding those of shoppers and visitors. He added that in recent months there had been a number of enquiries from residents asking the Council to re-examine the possibility of controlled parking zones within the Town.

During further discussion Councillors commented on the possibility of increasing the disabled parking time limit, currently 4 hours. Similarly, the safety of the pedestrian route to and from disabled spaces should be examined. There were also concerns that some businesses may not yet be aware of the opportunity for business parking permits. In addition, the Town Clerk would ask the MSCP Project Manager for copies of the schematics referred to in Ms Foster's point 10 above.

Action Town Clerk

It was **noted** that the closing day for comments on the Order is Monday 20 January 2020. It was **agreed** that members of the Parking Forum should be apprised of the above discussion and the comments of the Berkhamsted Citizens. They would be asked to forward further

comments to the Town Council so that a response could be prepared and forwarded to DBC in advance of 20 January 2020.

Action Town Clerk/Deputy Town Clerk/Cllr G Stevens

5. CONSOLIDATION OF CONTROLLED PARKING ZONE ORDERS AND CHANGES TO CERTAIN PERMIT CONDITIONS AND CHARGES THE BOROUGH OF DACORUM (CONTROLLED PARKING ZONES) ORDER 2020

The following order was **noted**:

NOTICE IS HEREBY GIVEN THAT DACORUM BOROUGH COUNCIL (“the Council”), pursuant to arrangements made with Hertfordshire County Council under Section 19 of the Local Government Act 2000 and the Local Government (Arrangements for Discharge of Functions) (England) Regulations 2012, and in exercise of the powers conferred on that County Council under sections 1, 2, 4, 45, 46, 47, 49, 51, 53 and Part IV of Schedule 9 to the Road Traffic Regulation Act 1984 (hereinafter referred to as “the Act of 1984”), and of all other enabling powers and after consultation with the Chief Officer of Police in accordance with Part III of Schedule 9 of the Act of 1984, propose to make the above mentioned Order.

The general effect of the Order would be: –

6. (a) to consolidate the provisions of the Borough of Dacorum (Controlled Parking Zones) Order 2018 together with the provisions of the Borough of Dacorum (Controlled Parking Zones) (Amendment No. 1) Order 2019, with certain amendments to the Articles and Schedules of those Orders so as to more closely reflect the Council’s parking policy and the existing situation on the ground; and
7. (b) to revise the conditions and charges for the issue or grant or amendment of certain parking permits, including the withdrawal of certain permits and charges, as set out in the Schedule to this Notice.

The effect of the proposed Order would be to consolidate the provisions of existing Controlled Parking Zones (CPZ) Order and its amendment and to revise the charges for parking, permits and visitor sessions.

6. Affordable Housing and Local Councils, CDA Herts Open Letter

To **note** the open letter received from the Hertfordshire-wide rural issues charity, CDA Herts, regarding affordable housing and how it can help Parish, Town and Community Councils take greater control of affordable housing delivery.

The letter was **noted**

TP 194/19 Multi Storey Car Park Update

Cllr Stevens **confirmed** that DBC had stated that the car park completion date was 18 February and that the temporary parking arrangements on The Moor would cease in March.

The state of the footpath being used as a temporary pedestrian route from Waitrose to Lower Kings Road had been raised a number of times with HCC and DBC yet nothing had been done to address the uneven surface, mud and potholes.

Action Cllr G Stevens

TP 195/19 Public Participation

It was **RESOLVED** to suspend Standing Orders during the course of the meeting to invite **public participation** on items on the agenda.

TP 196/19 The Committee considered forms and drawings for applications relating to the Town of Berkhamsted received from Dacorum Borough Council (DBC) and it was **RESOLVED**:

That Dacorum Borough Council be informed of the Council's comments and observations, if any, as follows. The Council trusted that due regard would be taken of any objection which might be received from neighbours in the vicinity.

4/01642/19/FUL	<p>AMENDED/ADDITIONAL INFORMATION</p> <p>Addition of two-storey extension to existing office building Oxford House, Northbridge Road</p> <p>The Chair suspended standing orders to enable Mr G Bluck to speak on behalf of Berkhamsted Citizens' Townscape Group. The Group had objected on the grounds of the height of the building, inadequate parking, poor design and impingement on the canalscape. The Chair reinstated standing orders.</p> <p>Objection</p> <p>The proposals would result in loss of amenity to neighbouring property through overlooking and overshadowing; the bulk and mass of the building would be out of keeping with the street scene. There would also be inadequate parking provision. It was further noted that DBC's planning portal has marked that application as determined although there is no decision notice. The Committee is very disappointed that having previously alerted DBC to inadequate drawings (now rectified) it would appear that DBC has not given the Town Council a chance to comment on the full set of drawings before reaching its decision.</p> <p>CS12; Appendix 3 (i) and (iv).</p>
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19/02915/RET	<p>AMENDED/ADDITIONAL INFORMATION Construction of 8ft x 6ft shed 71 Kings Road</p> <p>Objection</p> <p>The shed would be at the front of this prominent locale facing onto Kings Road which is in Berkhamsted Character Area BCA12. The proposal would give a cramped appearance to the property and would be out of keeping with the street scene.</p> <p>CS12; Appendix 3 (ii); BCA12.</p>
4/02120/19/ROC	<p>Variation of condition 2 (approved plans) attached to planning permission 4/01142/17/fha (single storey side and rear extensions, replacement of garage, internal alterations and loft conversion) 2 North Road</p> <p>The Chair suspended standing orders to enable Mr G Bluck to speak on behalf of Berkhamsted Citizens' Townscape Group. The group were of the view that previous comments made still stand and the proposals are out of keeping with the street scene.</p> <p>The Chair reinstated standing orders.</p> <p>Objection</p> <p>Comments made by the Case Officer in December 2018 apply to the current application. The proposals fail to address previous objections as they are unsympathetic and out of keeping with this Conservation Area setting.</p> <p>Policy CS27; Policy 120; CS12.</p>
19/02699/TPO	<p>Works to trees 12 Oakwood</p> <p>No objection. The Committee requested that where trees are felled to ground level suitable replacements of a native species should be planted.</p>
19/02823/TPO	<p>Fell Silver Birch tree 23 Hall Park</p> <p>No objection. The Committee requested that suitable replacements of a native species should be planted.</p>
19/02862/FHA	<p>Non material amendment to planning permission 4/00319/13/FHA - First floor side extension and part two storey, part single storey extension 1 Upper Hall Park</p>

	No objection.
19/02958/FHA	<p>Single Storey and Part two storey rear extensions 9 Queens Road</p> <p>Concern. The Committee requests that the planning officer checks that the neighbour is not adversely affected by a possible breach of the 45° rule from the ground first floor (the ground floor has already been checked by the planning officer).</p>
19/02984/FHA	<p>Demolition and replacement of existing single storey front extension. Re-render existing house and replacement windows. Re-build existing dormer window on side elevation 86 Kings Road</p> <p>No objection</p>
19/02972/FHA	<p>Garage conversion into habitable room, attached garage and car port Hatherley, 16 Meadway</p> <p>No objection, however, three trees will be removed to accommodate the works and the committee therefore requested that suitable replacements of a native species be planted elsewhere on this substantial plot.</p>
19/02974/ADV	<p>A: 1x set of sign writing to gable, B: 1x set of sign writing to front elevation, C: 1x double sided timber pictorial with vinyl detail, new bracket, linolites, D: 2x lanterns, E: 2x sets of sign writing to front/gable elevation, F: 3x LED floodlights and G: 1x A4 illuminated menu case. The Lamb, 277 High Street</p> <p>No objection.</p>
19/02975/LBC	<p>Illuminated and non-illuminated external signs and redecorate The Lamb, 277 High Street</p> <p>No objection</p>
19/02976/FUL	<p>Installation of new outdoor pizza oven Unit 3, 300 High Street</p> <p>No objection on the proviso that the applicants have chosen a design of outdoor oven with a specification that results in low emissions and has an excellent filtration system to minimise the impact of fumes and odour on neighbours. See also comments on application 19/03003/FUL below.</p>

19/02981/LDP	Rear facing dormer window and front facing velux roof lights 33 Swing Gate Lane Noted.
19/02986/TCA	Spruce (T1) - reduce tree back in line with boundary 5 Beechcroft No objection although the committee would suggest that the correct address is 5 Chesham Road.
19/02989/TCA	Works to Trees 23 Chapel Street Noted.
19/02996/FHA	Enlarged entrance and porch, new single storey and stairwell extension to front elevation, enlarged link to rear, garage overclad and converted to accommodation with a bedroom in the loft space, existing annex over-clad and minor internal and external change The Cottage, Chesham Road No objection.
19/03002/FHA	Small extension to the front of the property, comprising a new entrance porch with new shower room internally High White Stones, 27 Upper Hall Park No objection , however, the Committee would suggest that the new window be fitted with leaded glass to match the rest of the property.
19/03003/FUL	Installation of new modular pergola system to be installed to existing outdoor seating area Unit 3, 300 High Street Objection The applicants have included the manufacturer's brochure with the papers which indicates a number of optional functions for the pergola, including piped music. The applicants must be explicit about what aspects of the exact specification and functionality of the pergola they wish to install. There are residential neighbouring properties and the full impact cannot be assessed without this level of detail. See also comments on 19/02976/FUL above. Appendix 3 (i) and (vi).
19/03005/FHA	Ground floor single-storey rear extension 1 Stag Lane

	<p>The Chair suspended standing orders to enable the applicant, Ms S Davies, to speak. Ms Davies hoped that the application would be approved and confirmed that her neighbours were fully supportive of the proposals.</p> <p>The Chair reinstated standing orders.</p> <p>No objection.</p>
19/03006/TPO	<p>Works to Trees 1 Rothesay Court, Shrublands Road</p> <p>No objection.</p>
19/03015/FHA	<p>Demolition of existing conservatory and construction of single storey rear extension. 53 Kitsbury Road</p> <p>No objection. The Committee supports comments already made by the Citizens' Association.</p>
19/03018/FHA	<p>Single storey front extension. Two storey and single storey rear extension. Side entrance door with flat roof porch canopy 47 Woodlands Avenue</p> <p>No objection.</p>
19/03042/FHA	<p>Two storey rear extension Birchwood, Ivy House Lane</p> <p>No objection.</p>
19/03053/FHA	<p>Part Single Storey and Part Two Storey Front Extension 28 Brook Lane</p> <p>Objection</p> <p>In this street of pleasing uniformity, the bulk and mass of the proposals are completely out of keeping with the street scene.</p> <p>CS12; Appendix 7 (ii).</p>
19/03056/FUL	<p>Change of use from a GP Surgery (D1) to a single residential dwelling (C3A). Demolition of existing rear single storey extension. Construction of new, smaller single storey rear extension. Removal of existing fire escape to the southern elevation. Replacement of car park with landscaped garden to the rear of the property and driveway to the side Boxwell Road Surgery, 1 Boxwell Road</p> <p>No objection.</p>

19/03058/FUL	<p>Replacement windows to powder coated aluminium white Incents House, Chesham Road</p> <p>Concern</p> <p>The move from plastic frames to coated aluminium is an improvement, however, painted timber frames would be the preferred option for this significant, historic High Street property in the Conservation Area.</p> <p>CS27; P120.</p>
19/03059/LDP	<p>Loft conversion and single-storey side extension 84 Kings Road</p> <p>Noted.</p>
19/03062/FHA	<p>Proposed two storey rear and side extension 19 Coombe Gardens</p> <p>No objection on the condition that the side flank window be fitted with obscured glass.</p>
19/03067/FHA	<p>Conversion of existing garage and car-port into habitable space. Loft conversion and associated alterations. 7 St Margarets Close</p> <p>Objection</p> <p>The proposals represent an overdevelopment of the site and obviate the rear access. The principle of a 1m gap between boundaries should be protected and preserved.</p> <p>CS12; Appendix 7 (ii).</p>
19/03070/FHA	<p>Change of levels, construction of garage and extension of raised patio over new garage 84 Kings Road</p> <p>No objection.</p>
19/03079/FHA	<p>Loft conversion with rear flat roof dormer and front roof lights and internal alterations 5 Tweed Close</p> <p>No objection.</p>
19/03093/FUL	<p>Change of use of ground floor of premises from A1 to C3, to match up with the first floor and create a new single self-contained dwelling house 325 High Street</p>

	No objection subject to noise abatement measures proposed by the planning officer being implemented.
19/03102/FHA	Demolition of garage and construction of a two-storey side Extension 44 Bridgewater Road No objection.
19/03103/TPO	Works to trees 1 Gilpins Ride No objection.
19/03112/FUL	Change of use from B1 (office) to mixed use (B1 office and D1 individual therapy/counselling rooms) The Old Dairy, 26 Lower Kings Road No objection.
19/03124/FHA	Demolition of Garage and construction of new boundary wall. Internal alterations works to Ground floor of house, including new window at rear. Black metal railings & new brick pillar to front 35 North Road No objection.
19/03130/TPO	Works to Trees Hilltop House, Gravel Path No objection.
19/03139/FHA	Construction of Double Storey Extension, New Enclosed Porch Area to Entrance, Improved Landscaping and Associated Works 98A Kings Road The Committee noted the letter from neighbours. No objection.
19/03151/FHA	Single Storey Front Extension 25 Lochnell Road No objection.
19/03158/LDP	Loft conversion with pitched roof dormer to rear roofslope and rooflights to front and rear roof slopes 2 Birtchnell Close Noted although it would appear that this application has now been withdrawn.

TP 197/19 Planning Appeals

It was **noted** that an Enforcement Appeal had been received in respect of 28 Boxwell Road.

TP 198/19 Planning Appeal Decisions

None had been received by the Town Council. Cllr Stevens had been alerted in his DBC capacity to two recent decisions:

APP/A1910/W/19/3227871 - 320a High Street (Veterinary surgery site) dated 29 November. Appeal allowed.
4/02993/18/FUL (DBC refused 26 February 2019)

APP/A1910/W/19/3230140 Highlands Kings Road dated 14 November.
Appeal allowed.
4/00245/19/FUL (DBC refused 1 April 2019]

TP 199/19 Planning decisions

There was a short discussion regarding the recent decisions schedule that had been circulated with the agenda.

TP 200/19 Close of Meeting

The meeting closed at 9.35 pm

Signed.....

Date.....