

**ON BEHALF OF RUNNYMEDE BOROUGH COUNCIL**

**Town and Country Planning Act 1990, Section 78 Appeal**

**STATEMENT OF CASE**

**PUBLIC INQUIRY**

**PINS Appeal ref:** APP/Q3630/W/23/3329722

**LPA ref:** RU.22/0776

**Location:** Weybridge Business Park, Addlestone Road, Addlestone,  
Surrey, KT15 2UP

**Appellant:** Mr Tim Bradshaw, Bridge UK properties 7LP

**Description:** Industrial redevelopment to provide x3 units within Classes E(g)ii (Research and development), E(g)iii (Industrial processes), B2 (General industrial) and B8 (storage and distribution) use, with ancillary office accommodation, new vehicular access, associated external yard areas, HGV and car parking, servicing, external lighting, hard and soft landscaping, infrastructure and all associated works following the demolition of existing buildings

**Date:** 17/11/2023

All documents referred to within this statement and originally submitted with the planning application can be viewed on the Council's website. A core documents list will also be agreed with the Appellant. Relevant document links provided below:

<http://planning.runnymede.gov.uk/Northgate/PlanningExplorer/GeneralSearch.aspx>

<https://www.runnymede.gov.uk/planning-policy/runnymede-2030-local-plan>

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**Executive Director and Founder** | ET Planning

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## 1. INTRODUCTION

1.1 The following Statement of Case (SoC) is in relation to the Public Inquiry regarding the Local Planning Authority's refusal of Full planning application RU.22/0776 for the industrial redevelopment to provide x3 units within Classes E(g)ii (Research and development), E(g)iii (Industrial processes), B2 (General industrial) and B8 (storage and distribution) use, with ancillary office accommodation, new vehicular access, associated external yard areas, HGV and car parking, servicing, external lighting, hard and soft landscaping, infrastructure and all associated works following the demolition of existing buildings.

1.2 The application was refused by planning committee on 22<sup>nd</sup> March 2023 with the Decision Notice issued on 24<sup>th</sup> March 2023. A copy of the Decision Notice is attached to this SoC in **Appendix 1**. The application was refused for the following reasons:

1. *The proposed 'Building 100' by reason of its position, form, scale, mass and significant bulk would result in an overtly prominent, dominant and visually overbearing form of development which would have a detrimental impact to the character and appearance of the area. This is contrary to Policy EE1 of the Runnymede 2030 Local Plan (2020), Runnymede Design Guide (2021), the National Planning Policy Framework (2021) and the National Design Guide (2019).*
2. *The proposed use would result in a loss of residential amenity to surrounding residential properties. This loss of amenity would be*

*due to due noise and disturbance from both the on-site operations as well as disturbance from the likely significant numbers of comings and goings of large goods vehicles that the proposed uses would attract, particularly at anti-social hours of the day and night. This is contrary to Policy EE2 of the Runnymede 2030 Local Plan (2020), the National Planning Policy Framework (2021) and the associated National Planning Policy Guidance relating to Noise and disturbance.*

*3. In the absence of a completed legal agreement the proposed development has failed to secure the provision of the necessary infrastructure needed to make this development acceptable in planning terms. The proposed development is therefore contrary to policies SD3, SD4, SD5 and EE9 of the Runnymede 2030 Local Plan (2020) and the National Planning Policy Framework (2021) and its associated guidance.*

1.3 It is noted that the relevant Framework is now the latest publication dated September 2023.

1.4 A copy of the committee minutes is also attached at **Appendix 2**.

1.5 I, Emily Temple, hold over 18 years of professional planning experience, both in the public and private sector. I am the Founding Director of ET Planning Ltd, an independent planning consultancy established in March 2017 which is registered with the RTPI. Prior to this, I was for 5 years a Principal Planner and later Associate Director for national planning consultancy Pegasus Group. I also hold seven years' experience working for two different Local Planning Authorities, including five years employed as a Planning Officer and later as a Senior Planning Officer by Wokingham Borough Council between 2007 and 2012. I have appeared as a professional expert

witness in numerous appeal Hearings and Public Inquiries on a range of planning and enforcement cases. I hold a Bachelor of Science Honours degree in Environmental Protection awarded by Surrey University, a Masters Degree in Spatial Planning awarded by Oxford Brookes University, and am a Chartered Member of the Royal Town Planning Institute. I am familiar with the site and surrounding area.

## **2. THE SITE AND SURROUNDS**

2.1 The appeal site comprises of two parcels of land forming part of Weybridge and Bourne Business Park and Waterside Trading Estate. The two appeal sites are separated by Addlestone Road. The northern land parcel comprises a vacant office building formerly occupied by Toshiba, accessed via a single entrance from Addlestone Road which crosses over the River Bourne. This site has been vacant since Autumn 2018. Part of the site to the northern boundary falls within the Metropolitan Green Belt, however no development is proposed within this part of the site. The northern parcel is very well contained by mature trees and fence screening. In contrast, the southern land parcel is more open in appearance, comprising several vacant detached office buildings set back from site boundaries and served by a central car park with additional parking spaces alongside each building. The buildings are softened by tree and low level soft landscaping throughout the site and around the site boundaries. Views are afforded into the site particularly from the north and west. The buildings have a varied palette of materials and the site is served by two accesses; one via Addlestone Road and one via Hamn Moor Lane. This part of the site backs onto the River Wey and its Conservation Area.

2.2 It is understood that units 4, 5, and 6 to the rear of the business park were refurbished in 2017, but never attracted a new occupier. Units

2 and 3 have been vacant since summer 2018 and summer 2019 respectively. Bridge House, to the east which affords its own access and has been vacant since summer 2020.

2.3 Key constraints of the appeal site:

- Designated as strategic employment land
- Flood zone 2 (across the site) and 3A (part)
- The access to the former Toshiba offices to the north crosses the River Bourne and therefore part of the site falls within flood zone 3B
- Biodiversity Opportunity Area
- Green Belt (Land to the east and north of the northern land parcel).

The appeal site is adjacent:

- Site of Nature Conservation Importance (River Wey)
- Conservation Area (River Wey)

### 3. PLANNING HISTORY

3.1 The table below sets out the relevant planning history for this site.

Reference	Details
RU.23/1142	Prior approval for the demolition of 7no. office buildings. Prior approval <b>Granted:</b> 07/09/2023
RU.23/1066	Demolition of existing buildings and the development of employment units (Classes E(g)ii, E(g)iii, B2 and B8) with ancillary office accommodation, vehicular accesses, associated external yard areas, car parking, servicing, external lighting, hard and soft landscaping, infrastructure, and all associated works.  <b>Members of the Planning Committee resolved to grant planning permission (subject to conditions and a S106) at the planning committee 25/10/23. A copy of the committee report is attached at Appendix</b>

	<p><b>3, Addendum at Appendix 4, minutes at Appendix 5, and plans Appendix 6. This resolution to grant is a material consideration. Once the Section 106 Legal Agreement is completed and the Decision Notice is formally issued, there will exist an extant planning permission for an alternative development affording a fallback development to the appeal scheme.</b></p>
RU.22/0776	<p>Industrial redevelopment to provide x3 units within Classes E(g)ii (Research and development), E(g)iii (Industrial processes), B2 (General industrial) and B8 (storage and distribution) use, with ancillary office accommodation, new vehicular access, associated external yard areas, HGV and car parking, servicing, external lighting, hard and soft landscaping, infrastructure and all associated works following the demolition of existing buildings.</p> <p><b>Refused: 24/03/2023. Subject to this appeal.</b></p>
RU.21/0432	<p>Hybrid planning application for the demolition of existing buildings and redevelopment of the site, consisting of: (i) Outline planning permission with all matters reserved (other than access) for hotel accommodation (Use Class C1), leisure and health club and bar/restaurant with associated vehicle parking, landscaping and associated works; and (ii) Full planning permission for a multi storey car park and surface parking, internal roads, vehicle access, landscaping, together with associated and ancillary works including utilities and surface water drainage; and (iii) Full planning permission for replacement plant and new building entrances for Buildings 5 and 6. Withdrawn 13.01.22</p>
RU.15/0798	<p>Refurbishment and extensions to Units 4-8 including their part demolition to provide two separate two storey office buildings; and the demolition and redevelopment of Unit 9 to provide a new three storey B1 office building within the southern part of Weybridge Business Park; retaining the associated car parking (261 spaces) and landscape improvement works. Now k/as Units 4, 5 &amp; 6. Approved: 06.08.15</p>

The following applications in the surrounding area are also of some relevance:

Reference	Details
1 Bourne Business Park	
RU.21/0205	Refurbishment and extension of the existing office building, comprising a lobby extension and the addition of second floor, including hard and soft landscaping works, changes to the car park layout and a new cycle store. Permitted: 30.05.22
8 - 12 Hamm Moor Lane	
RU.05/0238	Erection of three storey building comprising 15 apartments (9 no x one bed and 6 no x two bed apartments) with parking and vehicular access off Byron Road following demolition of the existing buildings. Permitted 02.08.05

#### 4. DESCRIPTION OF THE PROPOSAL

4.1 The appeal development seeks full planning permission for the redevelopment of the site to provide 3 large industrial buildings. The use of the buildings is proposed to be flexible across a variety of individual uses, as follows:

- **Classes E(g)ii- Research and development**
- **E(g)iii- Industrial processes**
- **B2- General industrial**
- **B8- storage and distribution**
- Ancillary office accommodation is also proposed to be included within these use classes. The Appellant seeks planning permission



for these buildings to have the ability to be open and to operate 24 hours a day, seven days a week.

4.2 The largest of the buildings, which would be positioned where the current offices comprising Weybridge Business Park and Bridge House are located is referred to as building 100. This building would have an overall proposed external floor area of 14,258 sqm (including ancillary offices) and up to 15m in height excluding the parapet roof which would extend to 16m in height. This building would have two vehicle accesses, one from Moor Lane, opposite Ruxley House, which would provide 45 car parking spaces. A further access is proposed off Addlestone Road this would be the main gated access for delivery vehicles whereby a further 32 car parking spaces are proposed as well as 14 HGV docks and 4 further HGV parking spaces. Landscaping including boundary treatments, refuse storage and cycle parking also proposed.

4.3 To the north is buildings 200 which would be formed of two units, referred to as building 210 and 22. These building would have overall proposed external floor area of 1,493 sqm and 1,743 sqm (including ancillary offices) respectively and up to 15m in height. A total of 54 car parking spaces are proposed on this part of the site and 5 spaces for larger vehicles. Similarly, landscaping including boundary treatments, refuse storage and cycle parking also proposed.

## **5. NATIONAL AND LOCAL PLANNING POLICY AND LEGISLATION**

### The Development Plan

5.1 The Development Plan for the Borough of Runnymede comprises of the Runnymede 2030 Local Plan. The Council adopted the Runnymede 2030 Local Plan on the 16 July 2020. The Runnymede 2030 Local Plan sets out the key planning policies which determine the location, scale and timing of new development in the Borough in the period up to 2030, including the spatial development strategy, allocations for housing, employment and retail development and protection of the environment. The Local Plan also contains a suite of planning policies against which planning applications in the Borough will be determined. The Council contend that the current Local Plan forms the up-to-date Development Plan and the policies have to be read as a whole.

5.3 The relevant policies to this appeal are as follows:

### Runnymede 2030 Local Plan

- SD1 (Spatial Development Strategy)
- SD2 (Site Allocations)
- SD3 (Active & Sustainable Travel)
- SD4 (Highway Design Considerations)
- SD5 (Infrastructure Provision & Timing)
- SD7 (Sustainable Development)
- SD8 (Renewable & Low Carbon Energy)
- SL1 (Health and Wellbeing)
- EE1 (Townscape and Landscape Policy)
- EE2 (Environmental Protection)
- EE9 (Biodiversity, Geodiversity and Nature Conservation)
- EE11 (Green Infrastructure)
- EE13 (Managing Flood Risk)

- IE2 (Strategic Employment Areas)
- IE3 (Catering for modern business needs)

5.4 A copy of the above planning policies have been submitted to the Planning Inspectorate (PINs) as part of the initial appeal questionnaire and are therefore not repeated in full here.

#### Supplementary Planning Documents/Guidance

5.5 The following documents are also a material consideration in the decision-making process.

- Runnymede Borough Parking Guidance (2022)
- Runnymede Design Supplementary Planning Document (2021)
- Green and Blue Infrastructure Supplementary Planning Document (2021)
- Infrastructure Delivery and Prioritisation (2020)
- Parking Strategy: Surrey Transport Plan (2020)

The Parking Strategy: Surrey Transport Plan (2020) is attached in **Appendix 7**, all other documents have already been provided as part of the initial Appeal Questionnaire.

#### National Planning Policy Framework and Guidance

5.6 The National Planning Policy Framework (the Framework) was first published on 27<sup>th</sup> March 2012 and has subsequently been updated, most recently in September 2023, after the determination of the application at this appeal. The Framework is a material consideration in planning decisions and sets out the Governments planning policies for England and how these should be applied. It also provides a Framework within which locally prepared plans for housing and other

development can be produced. At the heart of the NPPF is a presumption in favour of sustainable development. The document, as a whole, forms a key and material consideration in the determination of any planning permission. The supporting National Planning Policy Guidance (NPPG) is also a material consideration for decision making, as is the National Design Guide (2019) and the Nationally Described Space Standards (2015). Other material considerations include the Runnymede Strategic Flood Risk Assessment (2018). This document has already been provided as part of the initial Appeal Questionnaire.

## 6. CONSULTATIONS RESPONSES

6.1 The appeal application stage was informed by a number of representations received from residents and relevant consultees, as follows:

Consultee	Comments
Environment Agency (EA)	No objection to flood risk.  Objection to biodiversity impact. A copy of the EA response is provided with the Questionnaire documents. The Council's assessment and response of this consultation document is attached at <b>Appendix 8</b> .
National Highways	No objections- the proposed development would not have significant effect on the strategic road network
Ecology advice (Surrey Wildlife Trust)	No objections subject to further information of jersey cut weed
Tree Officer	No objections subject to conditions
Environmental Health (noise)	Currently Raise objection- requests further acoustic mitigation to aid property known as Wey Meadows Farm.  <i>Case Officers notes- Discussed further below in section Potential Impact in terms of Noise and Disturbance, further mitigation has now been proposed by the applicants.</i>
Contaminated Land	No objections subject to conditions

Conservation Officer	No objections.
Drainage Officer	No objections- subject to conditions
Lead Local Flood Authority	No objections- subject to conditions
Highway Authority	No objections- subject to conditions and legal agreement
Archaeology Officer	No objections
Surrey Fire and Rescue Service	No objections
National Trust	<p>The Trust still considers that the building would be visible in views along the Wey Corridor and, because of its height and mass, would impact adversely on the appearance of the Conservation Area. In addition, the service yard, which is now proposed adjacent to the Wey Navigation, would have an adverse impact on the visual amenities along the Wey Navigation.</p> <p>To some extent this impact would be mitigated by the proposed landscape planting and acoustic fencing along the boundary between the development site and the Wey Navigation but the Trust considers that even when the landscape planting matures the service yard would be visible from the Navigation.</p> <p>Of perhaps greater concern is the adverse impact of vehicle noise on the amenities currently enjoyed by boat users on the Navigation (passing through and at the moorings) and by pedestrians and cyclists using the towpath. Given the likelihood of 24-hour operations the Trust remains to be convinced that acoustic fencing would be sufficient to attenuate noise to an acceptable level at night-time.</p> <p>Unless additional measures can be incorporated to reduce night-time noise levels it is likely that the occupiers of residential boat moorings on the Wey Navigation would experience disturbance and significant loss of amenity.</p> <p>The National Trust remains concerned about the potential for light pollution along the Navigation, a concern exacerbated by the proposed siting of the service yard along the Wey Navigation frontage. Enhanced lighting close to the Navigation would be detrimental to its night-time character and may be prejudicial to bats along the waterway.</p>

Secured by Design (Surrey Police)	No comment received
Thames water	No objections
Network Rail	No comment received
Elmbridge Borough Council	No objections
Interested Party Representations	<p>107 Neighbouring properties were consulted in addition to being advertised on the Council's website, x4 site notices being displayed around the site and a publication in the local press. Following the initial consultation exercise and the re-consultation on the revised plans a total of 557 letters have been received from individual addresses, copies have been provided as part of Questionnaire documents. . These which can be summarised as follows:</p> <ul style="list-style-type: none"> <li>• Development out of character with the area</li> <li>• Concerns about noise relating to the 24-hour operations of the proposed development</li> <li>• Concerns about traffic and congestion resulting from the proposed development in the locality and wider area</li> <li>• Concerns about highway safety from more vehicle on the road including increased HGV's</li> <li>• Insufficient parking for the proposed development</li> <li>• Loss of light, noise and disturbance and overbearing impact on those living in adjoining houses and flats</li> <li>• Increase in noise and air pollution</li> <li>• Proposed development would be visually overbearing on the wider area including the Wey Navigation</li> <li>• Insufficient infrastructure including drainage to support the development</li> <li>• Increased pressures on local services including GP surgeries</li> <li>• Impact on ecological and local wildlife</li> <li>• the HGV's coming to and from the site would damage already poorly maintained roads</li> <li>• Proposal would result in loss of light to those using the adjacent canal</li> <li>• Object to the noise and disturbance associated with the construction process</li> <li>• Lighting scheme should avoid impact on residents and on wildlife</li> </ul>

	<ul style="list-style-type: none"><li>• Concerns about pedestrian safety from increased vehicles, including those walking to and from local schools</li><li>• Cumulative impact regarding congestion, including when having regard for barriers being down for further period in Addlestone</li><li>• Impact on heritage assets and the Wey Navigation</li><li>• This site could deliver increased recreational open space lacking in the area</li><li>• concerns that increased congestion will affect emergency vehicles being able to access wider roads</li><li>• Concerns about cumulative impact were other businesses to open 24 hours a day.</li></ul>
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## **7. THE CASE ON BEHALF OF THE LOCAL PLANNING AUTHORITY**

### Introduction

- 7.1 The committee minutes, provided with the appeal questionnaire is also attached at **Appendix 2**. This sets out why the scheme is unacceptable. The minutes should be read in connection with this Statement of Case and future Proofs of Evidence.
- 7.2 As far as can be foreseen, the documents that the Council intends to rely on during the course of the Inquiry have been referred to in this statement. The LPA reserve the right to refer to any updated documents if and when documents referenced have been superseded or any other appeals or case law which come to light which are considered relevant.
- 7.3 A summary of each issue/reason for refusal, and the Council's position in relation to that reason, has been set out below.

### Reason for refusal 1

- 7.4 Refusal reason 1 relates solely to the southern land parcel of the appeal site. It will be evidenced in the Council's Proof of Evidence that the large, unrelieved and monolithic appearance of 'building 100' would result in a built form at odds with the character and appearance of the rest of the Weybridge Business Park, which is characterised by units which are either set back from the street, are lower in height than 'building 100' or include gaps to side boundaries such as to provide visual relief from the built form and views beyond and between. In contrast, the overtly prominent, dominant and visually overbearing form of the proposed 'building 100' caused by its siting close to the site boundary with Hamm Moor Lane, its generous and unrelieved uniform height across the full length and width of the



building, would result in a significant detrimental impact to the character and appearance of the area.

7.12 The Council will show as part of its Proof of Evidence how the development fails to respect the character and appearance of the area, how the design process has not adequately balanced the competing challenges of the site and their cumulative impact relating to amenity. Thus the development is contrary to Policies EE1 and SL8 of the Runnymede 2030 Local Plan (2020), Runnymede Design Guide (2021), the Framework and the National Design Guide (2019).

#### Reason for refusal 2

7.13 The second refusal reason relates to noise and disturbance adversely impacting residential amenity, caused by both on site operations and the increase in large heavy goods vehicle movements to and from the site. It will be evidenced in the Council's proof of evidence that the flexible use classes proposed, 24 hour proposed operation, inclusion of heavy goods vehicle movement, and general increase in total number of vehicle movements across the day and night would cumulatively result in a significant adverse effect on residential amenity. Given the very close proximity of residential properties to the appeal site, the potential for such unabated impact is contrary to Policy EE2 of the Runnymede 2030 Local Plan (2020), the Framework, and the associated National Planning Policy Guidance relating to Noise and disturbance.

#### Reason for refusal 3

7.16 The Appellant indicates that they will prepare a Section 106 legal agreement to address the requirements of Refusal Reason 3. The Council will, as far as practicably possible, continue to work with the

Appellant to agree a compliant legal agreement prior to the Inquiry. It should be noted that as the obligation includes Travel Plan monitoring Surrey County Council as the Highway Authority will be required to sign up to any legal agreement.

7.35 If matters cannot be resolved, the proposal fails to provide necessary infrastructure, then the development is contrary to policies SD3, SD4, SD5 and EE9 of the Runnymede 2030 Local Plan (2020) and the National Planning Policy Framework (2023) and its associated guidance.

## **8. CONCLUSION**

- 8.1 In summary, the appeal development is contrary to the Development Plan. In accordance with paragraph 12 of the Framework, the statutory status of the Development Plan is the starting point for decision-taking. Paragraph 12 advises that *"where a planning application conflicts with an up-to-date development plan permission should not usually be granted"*. Section 38(6) of the Planning and Compulsory Purchase Act 2004 requires that "where in making any determination under the planning Acts, regard is to be had to the development plan, the determination shall be made in accordance with the plan unless material consideration indicates otherwise. In this case, the material considerations do not outweigh the Development Plan policies, which are afforded full weight.
- 8.2 Accordingly, and for the reasons provided above and those which will be elaborated on within the Proof of Evidence, the Council respectfully requests that the Inspector dismiss the appeal.
- 8.3 In accordance with planning appeal procedures, a list of recommended planning conditions will follow as part of any forthcoming Statement of Common Ground.

Savills  
33 Margaret Street  
London  
W1G 0JD  
United Kingdom

**TOWN AND COUNTRY PLANNING ACT 1990**  
**Town and Country Planning**  
**(Development Management Procedure)(England) Order 2015**

Decision Notice:	REFUSE PERMISSION
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**Application Number:** RU.22/0776

**Proposal:** Industrial redevelopment to provide x3 units within Classes E(g)ii (Research and development), E(g)iii (Industrial processes), B2 (General industrial) and B8 (storage and distribution) use, with ancillary office accommodation, new vehicular access, associated external yard areas, HGV and car parking, servicing, external lighting, hard and soft landscaping, infrastructure and all associated works following the demolition of existing buildings

**Location:** Weybridge Business Park, Addlestone Road, Addlestone, Surrey, KT15 2UP

Runnymede Borough Council in pursuance of their powers under the above mentioned Act and Order **REFUSE** permission for the above development for the following reason(s):

1. The proposed 'Building 100' by reason of its position, form, scale, mass and significant bulk would result in an overtly prominent, dominant and visually overbearing form of development which would have a detrimental impact to the character and appearance of the area. This is contrary to Policy EE1 of the Runnymede 2030 Local Plan (2020), Runnymede Design Guide (2021), the National Planning Policy Framework (2021) and the National Design Guide (2019).
2. The proposed use would result in a loss of residential amenity to surrounding residential properties. This loss of amenity would be due to due noise and disturbance from both the on-site operations as well as disturbance from the likely significant numbers of comings and goings of large goods vehicles that the proposed uses would attract, particularly at anti-social hours of the day and night. This is contrary to Policy EE2 of the Runnymede 2030 Local Plan (2020), the National Planning Policy Framework (2021) and the associated National Planning Policy Guidance relating to Noise and disturbance.
3. In the absence of a completed legal agreement the proposed development has failed to secure the provision of the necessary infrastructure needed to make this development acceptable in planning terms. The proposed development is therefore contrary to policies SD3, SD4, SD5 and EE9 of the Runnymede 2030 Local Plan (2020) and the National Planning Policy Framework (2021) and its associated guidance.

## Informatives:

1. The refused plans associated with planning application are set out in the submitted the document titled "Planning Drawing Schedule" dated 24/10/2022.

Signed:

Date of decision:

*Ashley Smith*

24 March 2023

### **Ashley Smith**

Corporate Head of Development Management & Building Control

## **Your attention is drawn to the following notes:**

### **Appeals to the Secretary of State**

If you are aggrieved by the decision of your local planning authority to refuse permission for the proposed development or to grant it subject to conditions, then you can appeal to the Secretary of State under section 78 of the Town and Country Planning Act 1990 with the following timescales:

#### Householder Applications

If you want to appeal against your local planning authority's decision then you must do so within 12 weeks of the date of this notice.

#### Minor Commercial

If you want to appeal against your local planning authority's decision then you must do so within 12 weeks of the date of this notice.

#### Full Applications

If you want to appeal against your local planning authority's decision then you must do so within 6 months of the date of this notice.

#### Enforcement Applications (land already the subject of an enforcement notice)

A planning application relating to the same or substantially the same land and development as is already the subject of an enforcement notice, if you want to appeal against your local planning authority's decision on your application, then you must do so within 28 days of the date of this notice.

#### Enforcement Applications (land which has an enforcement notice served)

If an enforcement notice is served relating to the same or substantially the same land and development as in your application and if you want to appeal against your local planning authority's decision on your application, then you must do so within: 28 days of the date of service of the enforcement notice, or within 6 months [12 weeks in the case of a householder appeal] of the date of this notice, whichever period expires earlier.

If you intend to submit an appeal that you would like examined by inquiry then you must notify the Local Planning Authority and Planning Inspectorate ([inquiryappeals@planninginspectorate.gov.uk](mailto:inquiryappeals@planninginspectorate.gov.uk)) at least 10 days before submitting the appeal. [Further details are on GOV.UK](#)

Appeals must be made using a form which you can get from the Secretary of State online at <https://www.gov.uk/planning-inspectorate>

If you are unable to access the online appeal form, please contact the Planning Inspectorate to obtain a paper copy of the appeal form on tel: 0303 444 5000.

A copy of the appeal form and any accompanying details should be sent to the Head of Planning at [planning@runnymede.gov.uk](mailto:planning@runnymede.gov.uk) .

The Secretary of State can allow a longer period for giving notice of an appeal, but will not normally be prepared to use this power unless there are special circumstances which excuse the delay in giving notice of appeal.

The Secretary of State need not consider an appeal if it seems to the Secretary of State that the local planning authority could not have granted planning permission for the proposed development or could not have granted it without the conditions they imposed, having regard to the statutory requirements, to the provisions of any development order and to any directions given under a development order

In practice, the Secretary of State does not refuse to consider appeals solely because the local planning authority based their decision on a direction given by the Secretary of State.

### **Purchase Notices**

If either the local planning authority or the Secretary of State refuses permission to develop land or grants it subject to conditions, the owner may claim that the owner can neither put the land to a reasonably beneficial use in its existing state nor render the land capable of a reasonably beneficial use by the carrying out of any development which has been or would be permitted.

In these circumstances, the owner may serve a purchase notice on the Council (that is, where the land is situated in a National Park, the National Park authority for that Park, or in any other case the district council (or county council which is exercising the functions of a district council in relation to an area for which there is no district council), London borough council or Common Council of the City of London in whose area the land is situated). This notice will require the Council to purchase the owner's interest in the land in accordance with the provisions of Chapter I of Part 6 of the Town and Country Planning Act 1990.

### **Further Advice**

Further correspondence regarding this application should bear the application number quoted on the attached decision notice.

Runnymede Borough CouncilPlanning CommitteeWednesday, 22 March 2023 at 6.30 pm

Members of the Committee present: Councillors M Willingale (Chairman), P Snow (Vice-Chairman), A Balkan, J Broadhead, R Bromley, V Cunningham, C Howorth, A King, C Mann, I Mullens, M Nuti, S Ringham, S Whyte, S Williams (In place of E Gill) and J Wilson.

Members of the Committee absent: Councillors E Gill.

In attendance: Councillors T Burton, J Furey, J Gracey and S Lewis.

**628 Minutes**

The minutes of the meeting held on 15 February 2023 were confirmed and signed as a correct record.

**629 Apologies for Absence**

Np apologies for absence were received.

**630 Declarations of Interest**

Cllr S. Whyte declared a non registerable interest in item 5c due to living in close proximity to the application site. Cllr S. Whyte left the room whilst this item was discussed.

**631 Planning Applications**

The planning applications listed below were considered by the Committee. All representations received on the applications were reported and copies had been made available for inspection by Members before the meeting. The Addendum had also been published on the Council's website on the day of the meeting. Objectors and applicants and /or their agents addressed the Committee on the applications specified.

**Resolved that –**

**the following applications be determined as indicated.**

**632 RU.22/0776 - Weybridge Business Park, Addlestone Road, KT15 2UP**

*Proposal: Industrial redevelopment to provide x3 units within Classes E(g)ii (Research and development), E(g)iii (Industrial processes), B2 (General industrial) and B8 (storage and distribution) use, with ancillary office accommodation, new vehicular access, associated external yard areas, HGV and car parking, servicing, external lighting, hard and soft landscaping, infrastructure and all associated works following the demolition of existing buildings.*

A Member queried the disparity in figures of HGV movements produced by the Highways Authority and National Highways Authority against research residents had undertaken, and the Corporate Head of Development Management and Building Control advised that the assessment of the Highways Authority had concluded even in the worst case scenario the increase in Heavy Goods Vehicle movements during peak times was likely to be relatively

modest, and whilst it would result in further increases during non-peak times (and a higher overall total number of movements across the day), sufficient capacity would be available in the road network to absorb the increase without a “severe” impact arising. Therefore both National Highways and the Local Highway Authority (SCC) had concluded the scheme was acceptable in highways terms.

It was added that the Local Highways Authority had seen the research commissioned by residents, including its differing conclusions on differing peak hours, however this had not caused them to change their opinion. A ratio had been applied to the impact of HGVs against cars to ensure the impact received a fair comparison to the potential lawful use of the offices at full capacity.

In response to a query about the buildings’ use as an office building fundamentally changing post-pandemic due to fewer people using offices, The Corporate Head of Development Management and Building Control highlighted that due regard had to be given to the fallback position, which could potentially mean full office use in future. Due regard must be had to lawful fallback positions in decision making.

A ward Member highlighted the impact the application had taken on local residents, many of whom had gathered in the public gallery, and felt that the local and national road network infrastructure could not support such the increase in traffic resulting from the application.

The Corporate Head of Development Management and Building Control confirmed to a Member that the cumulative impact of a large number of schemes was taken into consideration by the Highways Authority, who considered new and proposed schemes in highway modelling. These matters are also given strategic consideration in plan making.

Responding to concerns about the sustainability of the development, the Corporate Head of Development Management and Building Control advised that the developer proposed to use sustainable materials, including photo voltaic panels and air source heat pumps, whilst there would be around a 60% increase in biodiversity net gain.

Noting the National Trust’s objection to the application, the Corporate Head of Development Management and Building Control confirmed that the National Trust were not a statutory consultee, and their primary function was to represent heritage assets rather than consider the full merits of the planning application. Planning officers had given due regard to the objection and considered that the planting and landscaping at the location, along with moving Building 100 further away from the riverbank, offered appropriate mitigation.

A Member raised the issue of air quality, and it was confirmed that Environmental Health had not raised an objection, and it was felt that utilising the site to its capacity for office space would provide similar vehicle emissions. A Member also commented on the increased HGV movements in the borough could deter some residents from cycling.

The full impact of operational noise pollution would not be fully known at the planning stage, however best endeavours had been made to mitigate this by securing acoustic fencing, this could potentially be dealt with by conditions. Some members however expressed concerns that noise and similar harms could arise, particularly at anti-social times.

Significant weight should be given to the economic benefits, with a large number of job opportunities being created on what was currently a dormant office site. The Committee were advised they had to weigh up the economic benefits against what they considered the potential harms of the scheme. A Member noted that unemployment levels in the borough were relatively low, however the weight placed upon creating job opportunities was a material consideration regardless of where residents lived.



The Assistant Development Manager confirmed that minimal light overspill was anticipated for the Wey or Bourne, however a condition of the application stated that a sensitive lighting scheme would have to be in place that was reviewed by an ecologist.

A Member asked about the possibility of limiting the hours of operation at the site, but the Corporate Head of Development Management and Building Control advised that the applicant had not asked for a restriction in operating hours and had indicated that such a move would be contrary to their business model and put them at a disadvantage against its competitors and therefore they would not be willing to accept such a condition.

The Committee Chair noted the work officers had done with the applicant to move the main building on the site – Building 100 – away from the canal, but given its bulk, scale size and mass still felt it dominated the surrounding area, being far in excess of other buildings already on the site.

A Member talked about an audit from 2016 that stated that the Addlestone Moor roundabout was already operating beyond capacity at its peak, and asked why a new audit had not been carried out. The Corporate Head of Development Management and Building Control acknowledged there were pressures on the roads in the borough, which would in part be mitigated by ongoing work on the A320 following a successful Highways Infrastructure Fund bid. However, planning applications were not designed to solve existing problems, and the application was unlikely to have a significantly greater impact on the highway network than the fallback use of an office block operating at full capacity. There was no objection from the Highway Authority.

During the debate several Members voiced significant concern about the change of residential amenity due to noise and other disturbance and the impact that night-time use of the site could have on local residents.

A named vote was requested on the application, and the voting was as follows:

For (0)

-

Against (15)

Cllrs M. Willingale, P. Snow, A. Balkan, J. Broadhead, R. Bromley, V. Cunningham, C. Howorth, A. King, I. Mullens, C. Mann, M. Nuti, S. Ringham, S. Whyte, S. Williams, J. Wilson

Abstain (0)

-

The motion to approve therefore failed.

Further debate occurred on the item for grounds of refusal, and a number of potential issues were discussed. Several Members put forward a motion for refusal on the basis of mass, scale, size and bulk, along with the loss of residential amenity to surrounding residential properties at various times of the day and night. This proposal was supported by other Members. A further named vote was requested on the resolution to refuse permission, and the voting was as follows:

For (15)

Cllrs M. Willingale, P. Snow, A. Balkan, J. Broadhead, R. Bromley, V. Cunningham, C. Howorth, A. King, I. Mullens, C. Mann, M. Nuti, S. Ringham, S. Whyte, S. Williams, J. Wilson

Against (0)

-

Abstain (0)

-

This motion to refuse permission passed and therefore it was resolved that:

**Resolved that –**

**The CHDMBC was authorised to REFUSE planning permission due to:**

- i) The proposed ‘Building 100’ by reason of its position, form, scale, mass and significant bulk would result in an overtly prominent, dominant and visually overbearing form of development which would have a detrimental impact to the character and appearance of the area.**
  
- ii) The proposed use would result in a loss of residential amenity to surrounding residential properties. This loss of amenity would be due to due noise and disturbance from both the on-site operations as well as disturbance from the likely significant numbers of comings and goings of large goods vehicles that the proposed uses would attract, particularly at anti-social hours of the day and night.**

At the start of the debate Ms Heidi Dennis, an objector, and Mr Nick Green, on behalf of the applicant, addressed the committee on this application.

**633 RU.22/1933 - Barbara Clark House, St. Jude's Road, Englefield Green**

The Corporate Head of Development Management and Building Control advised Committee that the purpose of the application coming forward was to turn a condition of the site into a legal agreement to ensure that developer delivers the agreed affordable housing on the site.

**Resolved that –**

- i) The CHDMBC was authorised to grant planning permission subject to:**
  - a. Completion of a section 106 legal agreement**
  - b. The stated SAMM & SANG contributions**
  - c. Compliance with planning conditions 1-21**
  - d. Compliance with informative 1-8**
  - e. Addendum notes.**

- ii) **The CHDMBC was authorised to refuse planning permission should the Section 106 legal agreement not progress to his satisfaction.**

634 **RU.22/0542 - Pantiles Nurseries, Almnors Road, Lyne**

*Proposal: S73 application seeking a proposed variation to planning condition 2 (approved drawings) to seek revisions to the approved house types to include revisions to their siting, scale and appearance as originally approved under planning application RU.19/0843 for the demolition of 198 Almnors Road and former garden centre buildings and erection of 60 residential dwellings with parking, widening of existing access road from Almnors Road, creation of new pedestrian and cycle connections to Lyne Village Green and creation of habitat corridor through the site.*

The Senior Planning Officer confirmed to a Member that the level of affordable housing within the Section 106 agreement had been secured as one of the special circumstances of the legal agreement.

The application was for the same number of units previously agreed on the site, and no material change in circumstances existed that would lead officers to change the initial recommendation.

The Development Manager explained that under section 73 of the Town & Country Planning Act a developer could amend a planning condition under a variation, so long as the description remained unchanged.

The Development Manager agreed to amend condition 34 to state that notwithstanding what is shown on the approved plans no above ground development shall take place until details of the siting and design of the electricity substation have been submitted to and approved in writing by the LPA.

**Resolved that –**

- i) **The CHDMBC was authorised to grant planning permission subject to:**
- a. **The referral to the Secretary of State**
  - b. **The completion of a Deed of Variation to the original s106 Legal Agreement completed under RU.19/0843**
  - c. **Compliance with planning conditions 1-34**
  - d. **Compliance with informatives 1-17**
- ii) **The CHDMBC was authorised to refuse planning permission should the Section 106 legal agreement not progress to his satisfaction.**

635 **RU.22/1373 - 159-175 Redevelopment Site, Station Road, Addlestone, KT15 2AT**

*Proposal: Development at 159-175 Station Road, Addlestone to provide a development of 3-6 storeys, comprising 75 affordable residential units, 330 sqm of commercial floorspace at ground floor level (Use Class E) and associated access, car and cycle parking, bin stores, plant, landscaping and amenity space.*

The Principal Planning Officer advised that a very similar planning application on the site had been approved in 2018. The application before Committee had limited changes since permission was granted previously, with the most notable being the addition of an air source hydraulic plant room in lieu of the gas-powered boiler that was granted within the previous scheme.

A Member queried the affordable housing provision, and was advised by officers that to be policy compliant the scheme needed to offer a minimum of 35% affordable housing, however the development had been acquired by a registered provider, who intended to offer 100% affordable housing on the site.

A Member questioned the allocation of parking spaces on the site given the number of properties outnumbered the available spaces. The Corporate Head of Development Management and Building Control advised this would be an operational decision for the developer, and the relatively low number approved previously was primarily down to good access to transport provisions in the nearby vicinity.

**Resolved that –**

- i) The CHDMBC was authorised to grant planning permission subject to:**
  - a) The completion of a Section 106 legal agreement**
  - b) Compliance with conditions 1-31**
  - c) Compliance with informatives 1-18 and addendum notes.**
- ii) The CHDMBC authorised to refuse planning permission should the Section 106 legal agreement not progress to his satisfaction.**

636 **RU.22/1508 - Longcross South, Longcross Road and Kitsmead Lane**

*Proposal: Two Film Studio Sound Stages (for a temporary period of 5 years) (retrospective)*

(Cllr T. Burton, whilst not a Planning Committee Member, left the room for the entire debate, having declared a non-pecuniary interest in the application)

A Member spoke of their frustration at the retrospective nature of planning applications, and the Corporate Head of Development Management and Building Control advised that there were various reasons for retrospective planning applications, which had all been legislated for by government. The government had indicated in a recent consultation that there may be changes with regards retrospective applications in the future, including double planning fees and potential other mechanisms, the application however had to be considered on current law and regulation.

The issue of outstanding information with the application was raised, and it was advised that a programme of work was underway to address the drainage issue, and whilst the lighting had not yet been installed it was proposed the type of lighting would be similar to that used elsewhere on the site, which had minimal spill and was a sufficient distance from residential properties.

A Member queried the ability to alter the hours of use in future, however the Corporate Head of Development Management and Building Control advised that the application was simply for these two buildings which were a significant distance from residential properties it could not control other operations on the site which would be subject to a separate temporary planning application. Appropriate conditions would be considered at this time.

The application was for a five-year temporary permission, which was unlikely to impact the development at Longcross South, as this would occur in a phased manner with a significant build out period due to the size of the development proposed.

**Resolved that –**

**The CHDMBC was authorised to grant planning permission subject to:**

- a) Planning conditions 1-7.**
- b) Informatives 1-5**
- c) Addendum notes**

**637 RU.22/1486 - Treberfydd, Bagshot Road, Englefield Green, TW20 0RS**

The application was withdrawn from the agenda.

**638 RU.22/1883 - 83-87 Guildford Street, Chertsey, KT16 9AS**

*Proposal: Application seeking full planning permission for the construction of a 3-storey rear extension with roof accommodation containing 5no. new apartments and alteration of 2no. existing apartments with associated parking, cycle and bin stores.*

**Resolved that –**

**The CHDMBC was authorised to grant planning permission subject to compliance with planning conditions 1-15 and informatives 1-6.**

**639 Article 4 Direction and Houses in Multiple Occupation (HMOs) Position Report**

The Assistant Local Plans Manager advised Committee of the initial work undertaken to date to consider introducing an Article 4 Direction for HMOs in the borough, which would limit the conversion of properties into HMOs.

It was noted that whilst HMOs were distributed throughout the borough, there were notable concentrations focused in the north of the borough, particularly in the wards of Egham Town and Englefield Green (East and West), which was primarily due to the presence of Royal Holloway University.

Members were supportive of officers continuing to gather evidence of the impact of HMOs, with one Member highlighting that many universities had already implemented Article 4 Directions to protect local residents from the negative impact of the lifestyle of some students, which was dramatically different to lifestyles of young families or elderly residents, whilst the numbers of school enrollments had steeply declined in Englefield Green in recent years.

A Member felt that for the most part the presence of students enhanced a community, however more pressure needed to be applied to the university to address antisocial behaviour from a small minority of students, who needed to be held accountable for their actions. Another Member emphasised that the issue was around ensuring suitable housing provision was in place rather than looking to blame students for local issues.

**Resolved that –**

- i) Committee noted the findings of the work undertaken to date to investigate the number and potential impacts associated with HMOs in Runnymede;**

- ii) **Committee agreed that the Planning Policy Team should continue to gather evidence on the distribution and impacts of HMOs in Runnymede in tandem with the Local Plan Review, to underpin a future report which would be brought before the Planning Committee to decide whether it is appropriate to introduce an Article 4 Direction(s) in the Borough.**

640 **Revocation of Supplementary Planning Guidance (SPG)**

The Corporate Head of Planning, Policy and Economic Development asked Committee to revoke three existing Supplementary Planning Guidance (SPG) documents; the Addlestone Town Centre Strategy (1999), Residential Extensions & Replacement Dwellings in the Green Belt (2004) and Trees, Woodlands & Hedgerows (2003).

The three SPGs were no longer supported by either national or local planning policies, and had been largely superseded by other policies and guidance, including the 2030 Local Plan, and were considered to be out of date attracting little or no weight in the decision making process.

Following consultation with the Council's Equalities Impact Assessment Group, it had been concluded that a full equalities impact assessment was not required.

**Resolved that –**

**Committee approved the revocation of the Addlestone Town Centre Strategy Supplementary Planning Guidance (SPG), Residential Extensions & Replacement Dwellings in the Green Belt SPG and Trees, Woodlands & Hedgerows SPG from 29th March 2023.**

641 **Planning Policy & Economic Development - Service Area Plan**

The Corporate Head of Planning, Policy and Economic Development presented their service area plan. Over the past year the business unit had successfully adopted outstanding Supplementary Planning Documents, progressed work on the Local Plan review and assisted with delivery of other Corporate priorities, including the Council's response to climate change.

A Member asked about the evolution of policies, particularly green policies to enable more weight to be placed on ensuring developers met certain green credentials. It was also felt that more could be done to support gypsy and traveller sites.

The Corporate Head of Planning, Policy and Economic Development advised that any substantive policy changes would be done through the review of the Local Plan, and the current delay to the timetable of the Local Plan would afford officers time to consider new evidence to change and update policies.

**Resolved that –**

- i) **Committee approved the 2023/24 Service Area Plan for Planning Policy and Economic Development; and**

- ii) **Committee noted any General Fund business cases requiring growth were subject to approval by Corporate Management Committee (or full Council depending on sums).**

642 **Development Management & Building Control - Service Area Plan**

The Corporate Head of Development Management and Building Control presented their service plan, stating Development Management were currently in delivery phase following the adoption of Local Plan. The service was performing to a high level against regional and national benchmarking. It was also ranked first in the country for the third year running for the successful defence of planning appeals of more than five dwellings.

The service had been successful with modest growth bids in the annual budget setting. These would be used for facilitating the potential shared service with Building Control with Surrey Heath Council, along with a small growth of 0.5 FTE for a planner to improve capacity as the CHDMBC had forward funded additional Enforcement Officer posts when growth was lost during the pandemic.

**Resolved that –**

**Committee noted and approved the 2023/24 Service Area Plans for Development Management and Building Control.**

(The meeting ended at 10.04 pm.)

Chairman



# Planning Committee

**Wednesday, 25 October 2023 at 6.30 pm**

**Council Chamber - Civic Centre**

## Members of the Committee

Councillors: M Willingale (Chairman), P Snow (Vice-Chairman), A Balkan, T Burton, V Cunningham, T Gates, E Gill, C Howorth, A King, C Mann, I Mullens, M Nuti, M Singh, S Whyte and J Wilson

In accordance with Standing Order 29.1, any Member of the Council may attend the meeting of this Committee, but may speak only with the permission of the Chairman of the Committee, if they are not a member of this Committee.

## AGENDA

- 1) Any report on the Agenda involving confidential information (as defined by section 100A(3) of the Local Government Act 1972) must be discussed in private. Any report involving exempt information (as defined by section 100I of the Local Government Act 1972), whether it appears in Part 1 or Part 2 below, may be discussed in private but only if the Committee so resolves.
- 2) The relevant 'background papers' are listed after each report in Part 1. Enquiries about any of the Agenda reports and background papers should be directed in the first instance to **Democratic Services, Democratic Services Section, Law and Governance Business Centre, Runnymede Civic Centre, Station Road, Addlestone (Tel: Direct Line: 01932 425623). (Email: Democratic.Services@runnymede.gov.uk).**
- 3) Agendas and Minutes are available on a subscription basis. For details, please contact [Democratic.Services@runnymede.gov.uk](mailto:Democratic.Services@runnymede.gov.uk) or 01932 425620. Agendas and Minutes for all the Council's Committees may also be viewed on [www.runnymede.gov.uk](http://www.runnymede.gov.uk).
- 4) Public speaking on planning applications only is allowed at the Planning Committee. An objector who wishes to speak must make a written request by noon on the Monday of the week of the Planning Committee meeting. Any persons wishing to speak should email [publicspeaking@runnymede.gov.uk](mailto:publicspeaking@runnymede.gov.uk).
- 5) In the unlikely event of an alarm sounding, members of the public should leave the building immediately, either using the staircase leading from the public gallery or following other instructions as appropriate.



## 6) Filming, Audio-Recording, Photography, Tweeting and Blogging of Meetings

Members of the public are permitted to film, audio record, take photographs or make use of social media (tweet/blog) at Council and Committee meetings provided that this does not disturb the business of the meeting. If you wish to film a particular meeting, please liaise with the Council Officer listed on the front of the Agenda prior to the start of the meeting so that the Chairman is aware and those attending the meeting can be made aware of any filming taking place.

Filming should be limited to the formal meeting area and not extend to those in the public seating area.

The Chairman will make the final decision on all matters of dispute in regard to the use of social media audio-recording, photography and filming in the Committee meeting.

## 7) Commonly used acronyms:

<b>ACEP</b>	Assistant Chief Executive (Place)
<b>ADM</b>	Assistant Development Manager
<b>BCM</b>	Building Control Manager
<b>CHPEBE or HoP</b>	Corporate Head of Planning, Economy & Built Environment (also referred to as Head of Planning for brevity)
<b>DLPM</b>	Deputy Local Plans Manager
<b>DM</b>	Development Manager
<b>PPSM</b>	Planning Policy and Strategy Manager

<b>List of matters for consideration</b>	<u>Page</u>
<b>Part I</b>	
<b>Matters in respect of which reports have been made available for public inspection</b>	
1. <b>Notification of Changes to Committee Membership</b>	
2. <b>Minutes</b>	4 - 7
	To confirm and sign, as a correct record, the Minutes of the meeting of the Committee held on 27 September 2023.
3. <b>Apologies for Absence</b>	
4. <b>Declarations of Interest</b>	
	Members are invited to declare any disclosable pecuniary interests or other registrable and non-registrable interests in items on the agenda.
5. <b>Planning Applications</b>	8
a)     RU.23/1066 - Weybridge Business Park, Addlestone Road, Addlestone, KT15 2UP	9 - 53
b)     RU.23/0357 - 2 & 2a Guildford Road, Chertsey, KT16 9BJ	54 - 81
c)     RU.23/0833 - Crown House, High Street, Egham, TW20 9HL	82 - 100
d)     RU.23/0568 - Lilypond Farm, Longcross Road, Chertsey, KT16 0DT	101 - 119
6. <b>Local Plan Update Report</b>	120 - 128
7. <b>Englefield Green Conservation Area - proposed amendments and Conservation Area Appraisal and Management Plan</b>	129 - 198
8. <b>Exclusion of Press and Public</b>	

**Part II**

**There are no exempt or confidential items on this agenda.**

**Runnymede Borough Council**

**Planning Committee**

**Wednesday, 27 September 2023 at 6.30 pm**

Members of the Committee present: Councillors P Snow (Vice-Chairman), A Balkan, T Burton, T Gates, E Gill, S Jenkins, A King, C Mann, M Nuti, M Singh, S Whyte and J Wilson.

Members of the Committee absent: Councillors M Willingale (Chairman), V Cunningham and C Howorth.

In attendance: Councillors J Hulley.

**20 Minutes**

The minutes of the meeting held on 6 September 2023 were confirmed and signed as a correct record.

**21 Apologies for Absence**

Apologies were received from Cllrs Willingale (Chair), Cunningham and Howorth.

**22 Declarations of Interest**

No declarations of interest were made.

**22a RU.23/0544 - The Field Nursery, Brox Lane, Ottershaw, KT16 0LL**

*Proposal: Construction of 13no. houses and 6no. apartments with associated parking, garages, landscaping, and open space, following the demolition of the existing buildings on site.*

Several committee members expressed concern about access issues to the site, the potential damage to the lane and the safety concerns for walkers and cyclists. The prospect of legal action by residents to prevent access to the site was noted.

The Head of Planning acknowledged that the dispute was residents was unfortunate, but added that any legal recourse would be a civil matter and not a planning consideration. Any successful civil action by the residents would result in the developer having to access the site by other means and this course of action did not hold any planning weight.

Responding to suggestions from committee members to defer the application or request a review of the access road by Surrey County Council to allow time to resolve the matter, the Head of Planning emphasised that a deferral for this reason would not be for a material planning reason and both suggestions were discounted.

Furthermore, attention was drawn to the addendum, which as a sign of good faith by the developer pledged to undertake a condition survey of Brox Lane and make good any harm, whilst in the event of the application being approved, the surety of planning permission would aid any potential legal discussions.

The Head of Planning agreed to pass on the committee's wishes that the developer and residents continue discussions to try and find an amicable solution.

Responding to a question about drainage, the Development Manager advised that

amended plans had been submitted and the site would benefit from run-off flows close to greenfield run-off rates, whilst a condition was in place around verification to ensure the drainage scheme had been implemented in accordance with the plan.

Surrey Wildlife Trust had made clear that a sensitive lighting scheme needed to be in place, and a condition remained in place that they would have to be consulted on the final lighting scheme.

In response to a question about the hedgerow breakthrough, the Development Manager emphasised the importance of maintaining the character and appearance of the area, and whilst the landscaping scheme was still to be completed, officers did not consider it a risk. Furthermore, it would be unreasonable to guarantee landscaping in perpetuity, but the condition would ensure it was maintained in the short to medium term.

Responding to a member suggestion to restrict the number of dwellings until after the completion of work on the A320, the Head of Planning advised that the proposed development was relatively modest in size and the A320 work should be completed in advance of occupation, therefore imposing any conditions would not be reasonable or necessary.

**Resolved that –**

**The HoP was authorised to grant planning permission subject to:**

- i. Completion of a Section 106 legal agreement**
- ii. Planning conditions 1-15**
- iii. Addendum notes**

Mr Jim Nichol, an objector, and Mr Wesley McCarthy, agent for the applicant, addressed the Committee on this application.

**22b RU.23/0510 - Padd Farm, Hurst Lane, Egham, TW20 8QJ**

*Proposal: Change of use of the land to a corporate headquarters for a scaffolding and access company (Sui Generis) including an office, training centre, fabrication bay, workshop, and employee accommodation, following the demolition of all but 3 of the existing buildings on site and the erection of 2 new buildings. The removal of existing hardstanding and the re-use of existing hardstanding for storage and parking. The returning of the remainder of the site to greenspace. (Part Retrospective)*

Several committee members thanked officers and the applicant for getting an application to this stage, as the site had been abused green belt land for a prolonged period of time.

The Head of Planning praised the applicant, who had taken the time to understand the lessons learnt from previous applications and utilised conditions and legal agreements to avoid the risk of spreading across the site. Additionally, officer concerns on previous applications centred around the lack of reduction in overall storage space, which was undefined and threatened to spill across the site, whereas the current application had limited the potential volumetric impact of the storage, which officers felt tipped the balance and ensured that the benefits outweighed the harm.

The Head of Planning confirmed that environmental health had not recommended a condition restricting the hours of business on the site on the basis that there was a reasonable amount of separation from residential properties, whilst the background noise assessment had stated that when in operation the increase in noise only equated to around 2DB. Furthermore the highways authority had considered the proposed increase in HGV movements and did not expect it to be significant, even based on the worst case scenario.

In response to a member's question the Head of Planning confirmed that any failure to undertake the work identified in the S106 agreement would cause a planning issue and be an enforceable position, whilst the contents of the S106 agreement would define what could be used for business purposes and what could be used for open space.

A Committee member welcome the boundary protection, and responding to queries about the potential need for a TPO along the green corridor of Hurst Lane, the Head of Planning considered it very unlikely that the applicant would remove any trees as it would open them up to complaints from residents, and strongly encouraged the applicant to retain the vegetation on the site.

Responding to a query about whether approving the application could set a precedent and lead to further planning applications on the site the committee would struggle to turn down, the Head of Planning advised that each application would be judged on its own merits.

A ward member thanked officers and the applicant, who had engaged positively with the community with a desire to see Padd Farm and Hurst Lane changed for the better, and highlighted a resident's view that it would the proposal would enhance the area and bring about economic benefits.

**Resolved that –**

**The HoP was authorised to grant planning permission subject to:**

- i. **Completion of a Section 106 legal agreement**
- ii. **Updated ecological assessment**
- iii. **Planning conditions 1-24**
- iv. **Addendum notes**

**22c RU.23/0974 - 72 Spring Rise, Egham, TW20 9PS**

The application was withdrawn from the agenda by the agent. As such it was not considered by the committee.

**22d RU.23/0251 - 118 Guildford Street, Chertsey, Surrey, KT16 9AH (Planning Application)**

*Proposal: Erection of an additional floor and internal renovations to provide 5no. x2 bedroom flats and rear balconies and retaining a commercial space of 66 sqm on the ground floor, following the demolition of the first floor and parapet portion of rear wall.*

**Resolved that**

**The HoP was authorised to grant planning permission subject to:**

- i. **Planning conditions 1-12**
- ii. **Informatives 1-7**

**22e RU.23/0253 - 118 Guildford Street, Chertsey, KT16 9AH (Listed Building Consent)**

*Proposal: Listed building consent.*

**Resolved that**

**The HoP was authorised to grant listed building consent subject to:**

- i. **Planning conditions 1-4**
- ii. **Informative 1**

(The meeting ended at 7.40 pm.)

Chairman

## Agenda Item 5

### **5. Planning Applications**

The planning applications to be determined by the Committee are attached. Officers' recommendations are included in the application reports. Please be aware that the plans provided within this agenda are for locational purposes only and may not show recent extensions and alterations that have not yet been recorded by the Ordnance Survey.

**If Members have particular queries on the applications, please contact Ashley Smith, Head of Planning, by two working days before the meeting**

Copies of all letters of representation are available for Members and the public to view on the Planning pages of the Council website  
<http://planning.runnymede.gov.uk/Northgate/PlanningExplorer/GeneralSearch.aspx>.

Enter the planning application number you are interested in, and click on documents, and you will see all the representations received as well as the application documents.

**(To resolve)**

#### **Background Papers**

A list of background papers is available from the Planning Business Centre.

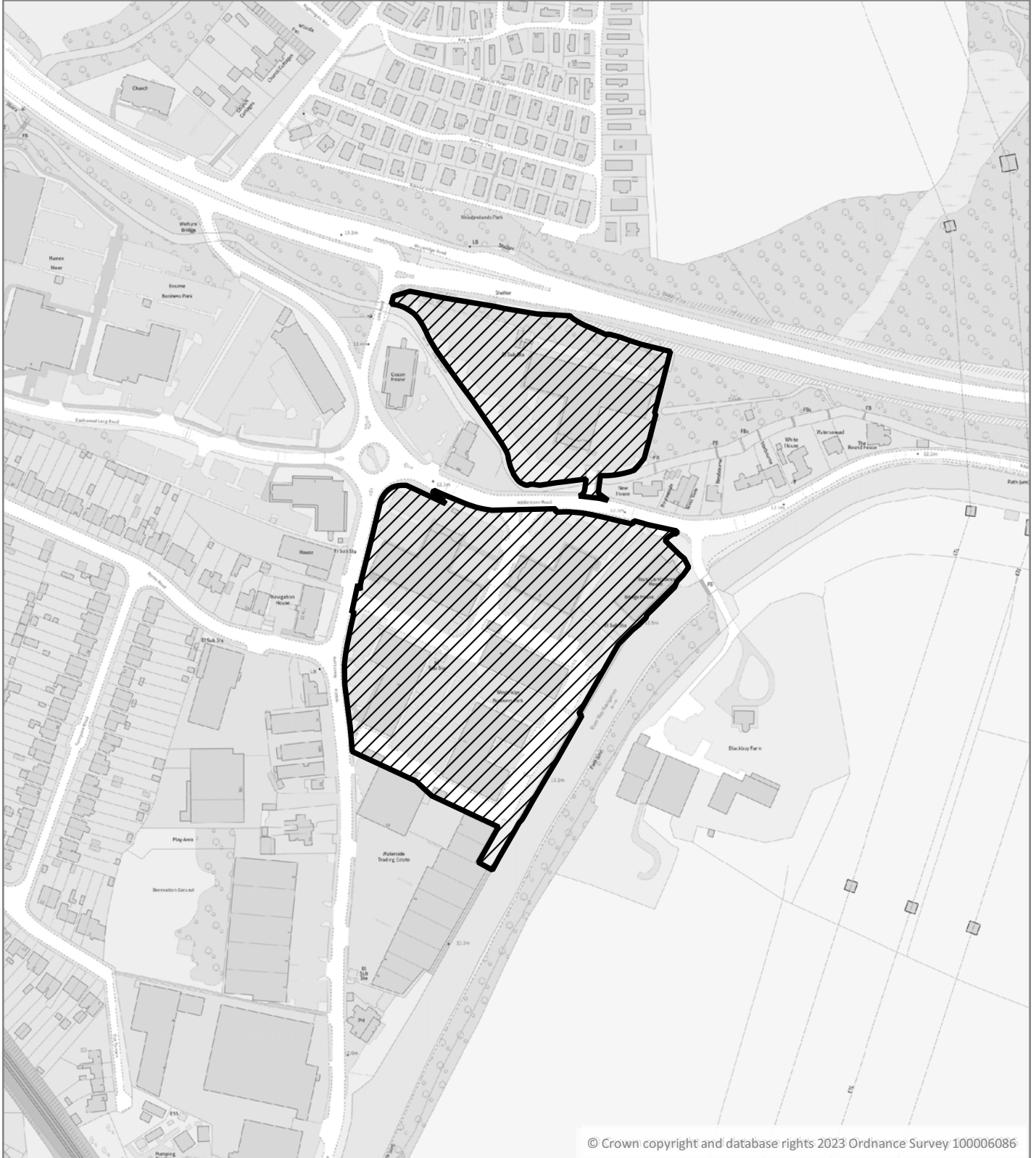


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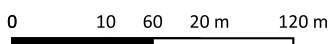
Date: 24/08/2023

Weybridge Business Park



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Scale: 1:35000



**RU.23/1066**





**COMMITTEE AGENDA REFERENCE: 5A**

<b>APPLICATION REF:</b>	<b>RU.23/1066</b>
<b>LOCATION</b>	Weybridge Business Park, Addlestone Road, Addlestone, Surrey, KT15 2UP
<b>PROPOSAL</b>	Demolition of existing buildings and the development of employment units (Classes E(g)ii, E(g)iii, B2 and B8) with ancillary office accommodation, vehicular accesses, associated external yard areas, car parking, servicing, external lighting, hard and soft landscaping, infrastructure, and all associated works.
<b>TYPE</b>	Full Planning Application
<b>EXPIRY DATE</b>	25/10/2023
<b>WARD</b>	Addlestone South
<b>CASE OFFICER</b>	Christine Ellera
<b>REASON FOR COMMITTEE DETERMINATION</b>	Major planning application
<i>If you have questions about this report please contact Ashley Smith, Victoria Gibson or the case officer.</i>	

**1. SUMMARY OF RECOMMENDATION**

<b>It is recommended the Planning Committee authorises the HoP:</b>	
<b>A.</b>	<b>The HoP be authorised to grant planning permission subject to Active Travel England not raising any unresolved objections to the development and the completion of a Section 106 legal agreement under the Town and Country Planning Act 1990 (as amended) and conditions as recommended in section 11 of this report. AND</b>
<b>B.</b>	<b>The HoP be authorised to refuse planning permission should the S106 not progress to his satisfaction or if any significant material considerations arise prior to the issuing of the decision notice that in the opinion of the HoP would warrant refusal of the application. Reasons for refusal relating to any such matter are delegated to the HoP.</b>

**2. DETAILS OF THE SITE AND ITS SURROUNDINGS**

- 2.1. The site comprises of two parcels of land forming part of Weybridge and Bourne Business Park and Waterside Trading Estate. The application site is separated by Addlestone Road. The northern land parcel comprises a vacant office building, formerly occupied by Toshiba accessed via a single entrance from Addlestone Road (over the River Bourne). This part of the site has been vacant since Autumn 2018.
- 2.2. The southern land parcel comprises several vacant office buildings which in combination have two accesses via Addlestone Road and one via Hamn Moor Lane. This part of the site backs onto the River Wey. Units known as 4, 5, and 6 to the rear of the business park were refurbished in 2017, but never attracted a new occupier. Units 2 and 3 have been vacant since summer 2018 and summer 2019 respectively. Bridge House, to the east and has been vacant since summer 2020.
- 2.3. Key constraints include:
  - Designated as strategic employment land
  - Flood zone 2 (across the site) and 3A (part)
  - The access to the former Toshiba offices to the north crosses the River Bourne and therefore part of the site falls within flood zone 3B
  - Biodiversity Opportunity Area
  -
- 2.4. Adjacent to:
  - Site of Nature Conservation Importance (River Wey)
  - Conservation Area (River Wey)
  - Green Belt (Land to the east and north of the application site).

### **3. APPLICATION DETAILS**

- 3.1. This is a full planning application for the redevelopment of the site to provide x11 units (contained within 5 buildings). The site is split into two parts, plot 1 forming the “main” site to the south and plot 2 which is a more enclosed part of the planning application site where the former Toshiba offices are located.
- 3.2. The scheme on plot 1 is formed of 4 buildings:
  - Block A (containing of 3 units): up to a total width of 77m and 36m in length with a maximum height of 14.2m
  - Block B (containing 2 units): up to a total width of 64m and 39m in length with a maximum height of 14.4m (unit B1 also has a single storey projection)
  - Block C (containing 2 units): up to a total width of 61m and 34m in length with a maximum height of 13.5m
  - Block D (containing 2 units): up to a total width of 118m and 46m (max) in length with a maximum height of 16.2m(all dimensions approx.).
- 3.3. Plot 1 is designed with a central service area, with main access via Addlestone Road this service area access is positioned relatively central to the northern elevation of the site. Secondary access to the site are also proposed further along Addlestone Road, in a

relatively similar location to the existing access to Bridge House and also one along Hamm Moor Lane these secondary access points would be for cars. Overall, plot 1 provides a total of 107 car parking spaces (including 17 accessible parking spaces). The internal service yard can accommodate at least 25 lorries/ large vans.

- 3.4. Plot 2 to the north is formed of Block E (2 units) and is 95m in width and 35.5m (max) in length. The existing access to this site, over the River Bourne, is proposed to be widened to allow for vehicles to pass and also provide a pedestrian foot path. 48 Car parking spaces are proposed for this part of the site (including 4 accessible parking spaces) and space to park at least 5 lorries/ large vans.
- 3.5. Both units would provide 20% active Electric Vehicle charging parking spaces. All other parking spaces will be passive EVC to cater for potential future demand, this includes lorry parking bays.
- 3.6. The applicants are applying for a flexible planning permission whereby each of the buildings could be used for a variety of industrial uses, these are as follows:
- **Classes E(g)ii- Research and development** (an example can include a research lab),
  - **E(g)iii- Industrial processes** (being a use, which can be carried out in any residential area without detriment to the amenity of that area by reason of noise, vibration, smell, fumes, smoke, soot, ash, dust or grit),
  - **B2- General industrial** (an example can include vehicle repair company),
  - **B8- storage and distribution** (many uses fall within this definition, such as warehouse used for distribution, a self-storage company, indeed the nearby Screwfix with a trade counter would fall under B8.)

Ancillary office accommodation is also proposed.

- 3.7. The applicant is seeking planning permission for these buildings to have the ability to operate 24 hours a day, seven days a week.

#### 4. RELEVANT PLANNING HISTORY

- 4.1. The following history is considered relevant to this application:

Reference	Details
RU.23/1142	Prior approval for the demolition of 7no. office buildings. Prior approval Granted: 07/09/2023
RU.22/0776	<b>Industrial redevelopment to provide x3 units within Classes E(g)ii (Research and development), E(g)iii (Industrial processes), B2 (General industrial) and B8 (storage and distribution) use, with ancillary office accommodation, new vehicular access, associated external yard areas, HGV and car parking, servicing, external lighting, hard and soft landscaping, infrastructure and all associated</b>

	<b>works following the demolition of existing buildings. Refused: 24/03/2023</b>
<p>The above planning application was refused for the following reasons:</p> <ol style="list-style-type: none"> <li>1. The proposed 'Building 100' by reason of its position, form, scale, mass and significant bulk would result in an overtly prominent, dominant and visually overbearing form of development which would have a detrimental impact to the character and appearance of the area. This is contrary to Policy EE1 of the Runnymede 2030 Local Plan (2020), Runnymede Design Guide (2021), the National Planning Policy Framework (2021) and the National Design Guide (2019).</li> <li>2. The proposed use would result in a loss of residential amenity to surrounding residential properties. This loss of amenity would be due to due noise and disturbance from both the on-site operations as well as disturbance from the likely significant numbers of comings and goings of large goods vehicles that the proposed uses would attract, particularly at anti-social hours of the day and night. This is contrary to Policy EE2 of the Runnymede 2030 Local Plan (2020), the National Planning Policy Framework (2021) and the associated National Planning Policy Guidance relating to Noise and disturbance.</li> <li>3. In the absence of a completed legal agreement the proposed development has failed to secure the provision of the necessary infrastructure needed to make this development acceptable in planning terms. The proposed development is therefore contrary to policies SD3, SD4, SD5 and EE9 of the Runnymede 2030 Local Plan (2020) and the National Planning Policy Framework (2021) and its associated guidance.</li> </ol>	
RU.21/0432	Hybrid planning application for the demolition of existing buildings and redevelopment of the site, consisting of: (i) Outline planning permission with all matters reserved (other than access) for hotel accommodation (Use Class C1), leisure and health club and bar/restaurant with associated vehicle parking, landscaping and associated works; and (ii) Full planning permission for a multi storey car park and surface parking, internal roads, vehicle access, landscaping, together with associated and ancillary works including utilities and surface water drainage; and (iii) Full planning permission for replacement plant and new building entrances for Buildings 5 and 6. Withdrawn 13.01.22
RU.15/0798	Refurbishment and extensions to Units 4-8 including their part demolition to provide two separate two storey office buildings; and the demolition and redevelopment of Unit 9 to provide a new three storey B1 office building within the southern part of Weybridge Business Park; retaining the associated car parking (261 spaces) and landscape improvement works. Now k/as Units 4, 5 & 6. Approved: 06.08.15

4.2. The following history at adjoining sites is considered relevant to this application:

Reference	Details
1 Bourne Business Park	
RU.21/0205	Refurbishment and extension of the existing office building, comprising a lobby extension and the addition of second floor, including hard and soft landscaping works, changes to the car park layout and a new cycle store. Permitted: 30.05.22
8 - 12 Hamm Moor Lane	
RU.05/0238	Erection of three storey building comprising 15 apartments (9 no x one bed and 6 no x two bed apartments) with parking and vehicular access off Byron Road following demolition of the existing buildings. Permitted 02.08.05

## 5. SUMMARY OF MAIN RELEVANT STRATEGIES AND POLICIES RELEVANT TO THE DECISION

5.1. The Borough's current adopted Development Plan comprises of the Runnymede 2030 Local Plan which was adopted on 16 July 2020 and the policies have to be read as a whole. The relevant policies are considered to be:

- SD1 – Spatial Development Strategy
- SD2 – Site Allocations
- SD3 – Active & Sustainable Travel
- SD4 – Highway Design Considerations
- SD5 – Infrastructure Provision & Timing
- SD7 – Sustainable Development
- SD8 – Renewable & Low Carbon Energy
- SL1 – Health and Wellbeing
- EE1 – Townscape and Landscape Policy
- EE2 – Environmental Protection
- EE9 – Biodiversity, Geodiversity and Nature Conservation
- EE11 – Green Infrastructure
- EE13 – Managing Flood Risk
- Policy IE1: Employment allocations
- Policy IE2: Strategic Employment Areas
- Policy IE3: Catering for modern business needs

### Other Material Considerations

5.2. National Planning Policy Framework (revised September 2023)- acts as guidance for local planning authorities and decision-takers, both in drawing up plans and making decisions about planning applications. At the heart of the NPPF is a presumption in favour of sustainable development. The document, as a whole, forms a key and material consideration in the determination of any planning permission. The supporting National Planning Policy Guidance (NPPG) is also a material consideration for decision making, as is the National Design Guide (2019) and the Nationally Described Space Standards (2015)

5.3. SPDs which can be a material consideration in determination:

- Runnymede Borough Parking Guidance (2022)
- Affordable Housing Supplementary Planning Document (2022)
- Runnymede Design Supplementary Planning Document (2021)
- Green and Blue Infrastructure Supplementary Planning Document (2021)
- Thames Basin Heaths Supplementary Planning Document (2021)
- Infrastructure Delivery and Prioritisation (2020)
- Parking Strategy: Surrey Transport Plan (2020)

5.4. Other material considerations include the Runnymede Strategic Flood Risk Assessment (2016 and 2017)

## 6. CONSULTATIONS CARRIED OUT

6.1. Consultees responses can be summarised as follows:

Consultee	Comments
National Highways	No objection
Highway Authority	No objection subject to conditions
Active Travel England	No comments yet received (discussed further within the report due to an omission the consultation did not take place until later in the consideration process)
Lead Local Flood Authority	No objection- We are satisfied that the proposed drainage scheme meets the requirements set out in the aforementioned documents and are content with the development proposed, subject to conditions.
Environment Agency	No comments received
Heritage Advisor	The proposals would constitute a scheme which would lead to 'less than substantial' harm to the Conservation Area and an assessment of public benefits to outweigh the harm will be needed.
Ecology advice (Surrey Wildlife Trust)	No objection subject to conditions
Environmental Health (noise)	No objection subject to conditions
Contaminated Land	No objection subject to conditions
Drainage Officer	No objection subject to conditions

Waste and recycling team	No comments to make
Archaeology Officer	No objection
Surrey Fire and Rescue Service	No objection
National Trust	No comments received
Secured by Design (Surrey Police)	No comments received
Thames Water	No objection
Network Rail	No comments to make
Elmbridge Borough Council	No objection- but do wish to highlight that Weybridge is an Air Quality Management Area

6.2. Representations and comments from interested parties:

6.3. 557 Neighbouring properties were consulted on this planning application (this includes every address whom made a representation on the last planning application). In addition to being advertised on the Council's website a notification was also placed in the local press and x5 site notices were placed at different places around the site.

Following this consultation exercise 283 letters of representation have been received. Comments made can be summarised as follows:

- Proposed development would be visually overbearing on the wider area including the Wey Navigation
- Development out of character with the area
- Impact on Heritage Assets and the Wey Navigation
- Concerns about traffic and congestion resulting from the proposed development in the locality and wider area
- Cumulative impact regarding congestion
- Concerns about highway safety from more vehicle on the road including increased HGV's and concerns about pedestrian safety from increased vehicles, including those walking to and from local schools
- Insufficient parking for the proposed development
- Queries the robustness of the submitted Transport Assessment
- Concerns about noise relating to the 24-hour operations of the proposed development
- Increase in noise, air pollution to wider area
- Loss of light, noise and disturbance and overbearing impact on those living in adjoining houses and flats

- Concerns about cumulative impact were other businesses to open 24 hours a day.
- Object to the noise and disturbance associated with the construction process
- Impact on ecological and local wildlife both at construction and at operational stage.
- Insufficient infrastructure including drainage to support the development
- Increased pressures on local services

## **7. PLANNING CONSIDERATIONS**

### **7.1. Introduction**

7.1.1. Planning applications are required to be determined in accordance with the Development Plan unless material circumstances indicate otherwise. With reference to the above planning history, this is a revised scheme following the refusal of planning application RU.22/0776. There's been no material change in planning policy since this previous decision which would affect the consideration of this scheme and conditions on site have not changed. Accordingly, the grounds for refusing the previous planning application on this site form a strong and material consideration when assessing a revised scheme.

7.1.2. In making this assessment officers have had regard for the fact that no objection was previously raised in principle regarding the proposed uses under the last planning application. Furthermore, Policy IE2: Strategic Employment Areas of the Local Plan identifies this site as forming part of SEA5: Strategic Employment Areas. Within such areas the policy is clear that the refurbishment and redevelopment of sites in these areas for employment use, and proposals for the intensification of sites for employment use will be permitted and that Policy IE3 promotes business competitiveness and allow for flexibility to cater for the changing needs of the economy. Accordingly, there is strong "in principle" support for the proposed development. Moreover, the proposal would bring vacant (but previously developed land) back to an employment generating use. This is a benefit which weighs in favour of the scheme and will be considered further below as part of the planning balance.

7.1.3. Therefore, the key considerations are if this revised planning application overcomes the previous grounds for refusal and/or if the revisions raise any further issues or planning matters:

The following assessment will therefore consider:

- Refusal Reason 1- Design
- Refusal Reason 2- Impact on Neighbouring Amenity
- Refusal Reason 3- Provision of the necessary infrastructure
- Impact on the setting of the adjacent Conservation Area
- Highways Considerations
- Flooding Considerations
- Renewable and Low Carbon Energy
- Ecology and Biodiversity



- Wider Impact on Neighbouring Amenity
- Other Considerations

## 7.2. Refusal Reason 1- Design

7.2.1. The last refused planning application on the site was formed of 3 units in two blocks. Building 100 proposed on the “main” part of Weybridge Business Park, this part of the site is now referred to as plot 1 as part of this planning application. Buildings 200 were proposed on the former Toshiba offices, now referred to as plot 2. The refusal reason under the last planning application was focused on building 100. Due to its position, form, scale, mass and significant bulk and the harm this would have on the character and appearance of the area.

7.2.2. It was considered under the last planning application that the visual appearance of building 200 was acceptable. The overall building position, form and scale of the building proposed on plot 2, as part of this planning application, is largely the same as that referred to as building 200 under the last planning application. Therefore, the officer assessment is largely focused on revisions to the part of the site now referred to as plot 1. Building 100 proposed was one large building some 150m in width and 105m in length with a service yard to the rear. At a height of up to 15m as shown on the proposed elevations but what was not fully shown in the proposed plans was an internal ridge height behind the proposed parapet which was up to around 16m in height.

### *Layout*

7.2.3. The planning application site is split into two parts. The proposed development of plot 1 (referred to as building 100 under the previous refused planning application) is formed of 9 units split into 4 blocks; unit A located to the south east; unit B to the north west; unit C to the south east and unit D to the north east of the plot. In terms of proposed layout, the key revision from the previous refused planning application is the “breaking up” of what was one large warehouse building into smaller units and the creation of a central service yard area. However, the distances from the proposed boundary fronting Hamm Moor Lane have not significantly changed as part of this planning application. Units A are set back marginally from where building 100 was previously positioned, however part of Units B are set further forward within the street scene. At single storey level and to provide some articulation to break up the massing and visual interest Unit B is further forward towards Hamm Moor Lane than that previously proposed.

7.2.4. In terms of Addlestone Road, the central courtyard also creates a further visual break between buildings, however Unit D in particular is positioned closer to the road than the previous refused scheme. In addition, both Units C and D are closer to the River Wey than the previous refused scheme and the potential impact on the adjacent Conservation Area is considered further below in a separate section of this report.

### *Form, scale and massing and architectural appearance*

7.2.5. The previous planning application was for one large and substantive building with the visual height of the parapet being 15m, with a continuous 150m length along Hamm Moor Lane and 105m along Addlestone Road.

- 7.2.6. This scheme results in the breaking up of the massing along Hamm Moor Lane, by not only having a visual break between the units, but also staggering the built form to create articulation and variation, not just through the units themselves but also through the proposed roof form and overall massing and scale of the buildings. Whilst the perceived overall heights along Hamm Moor Lane are marginally less than the scheme proposed under the last planning application, with proposed units A and B only around 0.5m less in height, the wider approach to massing and articulation of the built form significantly differs from the large monolithic structure proposed under the previous planning application.
- 7.2.7. A similar approach can be said to the views and visual appearance along Addlestone Road. Whilst building D towards the north eastern corner is proposed to be some 16.2m to the ridge (marginally higher than the previous refusal) this forms one part of a larger site and does provide variation between units in a position where buildings proposed are set further away from residential properties. The articulation and overall approach to massing means that instead of having one large and substantive building some 105m in length with a rear service yard areas the bulk of the proposal and the containment of the service yard area to a central location is a significant visual improvement to the previous refused planning application.
- 7.2.8. A Townscape Visual Impact Assessment has been submitted in support of this planning application. The views proposed as part of this document are verified views and provide an accurate representation of the scheme proposed. These show how the visual breaks between blocks and the approach to massing of the units have sought to reduce the scale and visual prominence of the buildings now proposed when compared to the last planning application.
- 7.2.9. It is also not considered that the revisions proposed to plot 2, which are largely the architectural approach to the proposed units, as well as the reconfiguration to the parking layout to move parking spaces away from the neighbouring properties is considered to raise any design objections under this planning application.

*Approach to landscaping including trees*

- 7.2.10. The approach to the proposed layout of the buildings on plot 1 does mean that buildings are “pushed out” towards the edges of the site. Having to balance this against parking provision means there is limited areas for soft landscaping to assist in creating a setting for a scheme. However, there are a number of enhancements proposed as part of the planning application. This includes along either side of the proposed service entrance on Addlestone Rod some small areas of swales/ water feature areas and some tree planting is also proposed along Addlestone Road. Green walls are also proposed to units C, D and E, as well as a green roof to the single storey front projection to Block A.
- 7.2.11. A number of trees are proposed to be removed as part of this planning application. This includes 16 Category B trees; trees of not particularly high-quality trees but still make a significant impact on the local environment and have a significant life expectancy and 31 individual C category trees, as well as a group and 3 hedges also considered of the same category; smaller trees or ones considered to be of low quality. 6 category U trees are also proposed to be removed due to their poor condition. All other trees are proposed to be retained and detailed in an Arboricultural Method Statement and Tree Protection

Plan will be required prior to commencement, were planning permission forthcoming.

- 7.2.12. A total of 44 new trees are proposed as part of the landscaping strategy which includes strengthening the existing retained planting along the eastern boundary with the Wey Navigation. The landscape strategy does set out that trees removed along the edge with the Wey Navigation are of mixed species and are considered in the arboriculture report to be of relatively small size and have poor future growth potential. The proposed landscape strategy is seeking to improve this landscaping screen in the longer term. Additional tree planting is also proposed along Hamm Moor Lane and the corner bend with Addlestone Road.
- 7.2.13. It is noted that one of the letters of representation raised queries about the categories of the existing trees as part this planning application when compared to the details submitted as part of a previous 2015 planning application. The applicants have confirmed that the categories have been made based on their Arboriculturist Assessment of the quality of the trees in 2023.

*Conclusion: Refusal Reason 1- Design*

- 7.2.14. The wider built form in the area includes large warehouses and buildings. The existing buildings on site are 3 office floors (8.5- 12m in height) and most recently an office development across the road (at Bourne 100) is up to 12m in height. Whilst the buildings proposed as part of this application have an overall height greater than the existing surrounding buildings a number of positive revisions and enhancements have been undertaken as part of this revised application. It is considered that whilst the layout is one which has sought to maximise on the form and scale of the buildings and provide parking service areas associated with the proposed uses the approach to scale and breaking up the massing of the proposed units is one which has gone some way to overcome the previous refusal.
- 7.2.15. It is considered that the verified views submitted as part of this application, contained within the Townscape Visual Impact Assessment, show that whilst this proposal will result in a marked change from the existing buildings on site the visual appearance of the proposed units is one which is appropriate in this mixed-use area where there are currently a number of large warehouse buildings located to the immediate self of this application site. The landscape approach to the proposal by reason of the proposed layout is largely limited to planting an amenity space around the edges of the site. However, having regard for the existing character of the site, that of the wider area and the wider biodiversity enhancements as listed below it is considered that the landscaping strategy is appropriate for the character of the area. In summary, the revisions proposed as part of this application when considered as a whole are considered to overcome the previous grounds for refusal regarding scale mass and design.

**Refusal Reason 2- Impact on Neighbouring Amenity in terms of noise and disturbance**

- 7.2.16. Policy EE2 of the Runnymede 2030 Local Plan (2020) states that development proposals resulting in or being subject to external noise impacts above Lowest Observed Adverse Effect Level will be expected to implement measures to mitigate and reduce noise impacts to a minimum. Any development proposals resulting in or being subject to external noise

impacts above Significant Observed Adverse Effect Level will not be supported unless it can be clearly demonstrated that the social and economic benefits of the proposal outweigh noise impacts and unless the scheme's design and layout has been optimised to avoid, mitigate and reduce impacts to a minimum. The National Planning Policy Framework (2021) and the associated National Planning Policy Guidance relating to Noise and disturbance.

7.2.17. The previous planning application on the site was refused as:

*“The proposed use would result in a loss of residential amenity to surrounding residential properties. This loss of amenity would be due to due noise and disturbance from both the on-site operations as well as disturbance from the likely significant numbers of comings and goings of large goods vehicles that the proposed uses would attract, particularly at anti-social hours of the day and night.”*

This was found to be contrary to the above planning policies.

- 7.2.18. It remains that the applicants are seeking for a flexible employment use and the operations which could take place under these employment uses vary significantly. The applicants are looking for the buildings to operate as flexibly as possible and that means the operations could take place 24 hours a day, seven days a week. Whilst this may depend on the end user the applicants are clear they are applying for a 24 hour use. However, this does not mean that future tenants would be utilising the buildings consistently through the evening/ night. There are no conditions in place on the rest of the trading estates and activities outside of typical working hours are limited. However, the ability to operate 24hrs a day does give modern day business the ability to flexibly access and use their buildings as and when required to respond to modern day business needs. Nonetheless, the officer assessment needs to assume a worst-case scenario and if the revised layout has sought appropriate noise mitigation to ensure the proposed development would not affect the amenities of the nearby residential properties.
- 7.2.19. It should also be noted that it is not for planning to replicate that which is covered by separate legislation. There are provisions under Environmental Protection Act 1990 to deal with statutory nuisance, whereby noise unreasonably and substantially interfere with the use or enjoyment of a home or other premises. Therefore, whilst there is a need to assess potential impact on amenity were an individual occupier to operate a business in a manner which would unreasonably affect the enjoyment of a local residents home then such matter would be dealt with by way of separate environmental health legislation, in much the same manner as if such issues would arise from an existing operator currently in the wider trading estate.
- 7.2.20. A Noise Assessment has been submitted in support of this planning application, this seeks to demonstrate that the proposed development with additional mitigation would not affect the amenities of the occupiers of nearby properties both during the day or at night. However, this was the position under the last planning application. What this revised scheme also offers above the previous planning application is that the proposed layout of plot 1 means that the activities associated with the development are largely contained within the central service yard and that the buildings themselves offer a permanent and effective noise barrier to prevent noise overspill to surrounding residential properties. This revised layout also moves the proposed access to the service yard to a similar

position to that for the existing offices, further away from the residential houses to the east of the site along Addlestone Road. In terms of plot 2 parking towards the south eastern corner has now been removed and with increased landscaping and buffer planting at the point closest to the nearby residential properties. Acoustics fences are proposed in key parts of the site to contain any potential noise overspill.

- 7.2.21. The Noise Assessment, submitted in support of this planning application seeks to demonstrate how the proposed development would not result in any undue noise on neighbouring properties. To do this, measurements of existing background noise were taken at 4 separate locations across the site over a week period in February 2022. This forms the baseline for assessing the potential impact associated with this planning application. The development proposals are for 24-hour operations seven days a week. As the end users are not known a number of assumptions have been made within the Noise Assessment to create a worst case scenario based. Most of the assumptions are based on the traffic data which informs the overall number of vehicles which come to and from a site based on likely uses and a number of worst case scenario assumptions for deliveries during the day and evenings.
- 7.2.22. A mitigation strategy of installing acoustic barriers has been proposed to ensure that the noise levels at surrounding noise receptors (i.e., residential properties) are not affected by the development. The report sets out that during the day, subject to the mitigation measures proposed, the scheme will assist in reducing existing noise levels to be below existing background level to surrounding noise receptors. At nighttime in some locations the scheme will assist in noise reduction and in many others it will not result in any increase. However, in four locations there would be a marginal increase in noise levels; in two locations there would be an increase of just 1db and at two others, a change of 4db. An increase of 1-4 db is not considered to be perceptible and is less than +5 dB above the background sound level, which is within the industry recognised standards for the level of increase which is in an acceptable tolerance.
- 7.2.23. In addition to this the applicants have agreed as part of the legal agreement to include an Operational Service Management Plan. Through this the applicant will agree certain measures for how they will manage the proposed operations to ensure they undertake operations in a manner which will seek to minimise impact on neighbouring amenity. Such matters will include; continual noise monitoring to ensure the proposal does not result in increase noise and that mitigation measures do work, long terms management of acoustic screening and a clear point of contact for residents to speak to if issues take place.

### 7.3. **Refusal Reason 3- provision of the necessary infrastructure**

- 7.3.1. As part of the previous planning application the following planning obligations were considered necessary in order to make the development acceptable in planning terms:
- Travel Plan
  - £6150 Travel Plan auditing fee.
  - Prior to the occupation of any building by a new user a Delivery Service Management Plan. To be updated every year for the first 3 years of any new occupier of the relevant building.

7.3.2. This third refusal reason related to the above planning obligations not being secured by way of a legal agreement. Such matters can be overcome through a legal agreement. The solicitors for both applicant and the Local Planning Authority are working on a without prejudice basis to secure a legal agreement to secure the above provision (the need for which are detailed further within this report.) Members of the planning committee will be updated at the meeting on the status of this document, the completion of a section 106 legal agreement will result in this refusal reason being resolved.

#### 7.4. **Impact on the setting of the adjacent Conservation Area**

7.4.1. Section 72 of the Planning (Listed Buildings and Conservation Areas) Act 1990 requires that special attention be paid in the exercise of planning functions to the desirability of preserving or enhancing the character or appearance of the Conservation Areas. Policy EE5 of the Local Plan also sets out that development within or affecting the setting of a Conservation Area, including views in or out, should protect, conserve, and wherever possible enhance, the special interest, character, and appearance of the Conservation Area.

7.4.2. The NPPF (2023) states that in determining planning applications, local planning authorities should take account the desirability of new development making a positive contribution to local character and distinctiveness. The guidance sets out that when considering the impact of a proposed development on the significance of a designated heritage asset, great weight should be given to the asset's conservation. The more important the asset, the greater the weight should be. The NPPF (2023) further states that:

*“Where a development proposal will lead to less than substantial harm to the significance of a designated heritage asset, this harm should be weighed against the public benefits of the proposal including, where appropriate, securing its optimum viable use.”*

7.4.3. The site adjoins the River Wey and the Wey Navigation Conservation Area (designated August 1999) and forms part of its setting. It is also located in close proximity to several heritage assets including the Grade II listed Western Block of Coxes Lock Mills, the Grade II listed Eastern Block of Coxes Lock, and the Grade II listed Southern Block of Coxes Lock. All of which have the potential to be impacted through change within their setting.

7.4.4. Currently the offices which occupy the site are not considered to make a positive contribution to the setting or significance of the Conservation Area. It is considered that most buildings have neutral impact, however Bridge House, by reason of its position, form and scale and materiality is considered to result in a negative contribution to the setting and significance of the River Wey and the Wey Navigation Conservation Area. However, the impact of Bridge House is mitigated to some extent by the intervening trees and vegetation along the eastern boundary of the Site. This existing landscaping, also contributes to the sense of tranquillity and enclosure experienced from within this part of the Wey Navigation Conservation Area.

7.4.5. As existing, Bridge House is positioned adjacent to the Conservation Area boundary with all other buildings set around 17m from the boundary. The current height, form and scale

of the existing offices is varied. This proposal will bring development just over 15m from the Wey Navigation, with a more continuous position and higher in scale. This will result in a noticeable increase in the built form fronting Wey Navigation Conservation Area as the footprint, height, mass, and scale of the buildings sited alongside the western boundary of the conservation area will be markedly increased and visually prominent. As discussed in further detail above the proposal seeks to remove a number of trees, hedges, and shrubs along the western boundary of the Conservation Area, reducing the level and value of screening. Whilst replacement planting is proposed this will take a number of years to bed in.

- 7.4.6. There is no statutory duty regarding the setting of a Conservation Area. However, both policy EE2 and the NPPF (2023) seek to preserve or enhance the special interest of a Conservation Area. The applicant's position that the proposed development would assimilate into the existing character and appearance of the Conservation Areas and so will sustain the significance of the Wey Navigation Conservation Area. However, the proposed structures fronting the Wey Navigation Conservation Area by reason of their siting, scale, massing, and height will be visible from within the Conservation Area. It is also considered that due to the overall form and prominence that the proposal will result in an adverse visual impact on the designated heritage asset. As such, it is considered that proposals would fail to preserve or enhance the significance of the Wey Navigation Conservation Area and the proposals would constitute a scheme which would lead to 'less than substantial' harm to the designated heritage asset. Whilst this harm is considered to be limited given the existing position form and scale of buildings on the site, it remains that the NPPF (2023) is clear that an assessment is therefore required to weigh this harm against the public benefits of the proposal.
- 7.4.7. The National Planning Policy Guidance on Historic Environment sets out that public benefits could be anything that delivers economic, social or environmental objectives. It is clear that they should be of a nature or scale to be of benefit to the public at large and not just be a private benefit. However, benefits do not always have to be visible or accessible to the public in order to be genuine public benefits.
- 7.4.8. One of the key benefits of this site is the redevelopment of strategic employment land to bring it back into employment use on a site which has been designated for such uses in the Council's Local Plan. The other public benefits which flow from the development are largely those set out at the end of the report regarding the economic benefits of the proposed development including the creation of construction and operational jobs. Overall and given the level of harm associated with the impact on the significance of the Conservation Area it is considered that the public benefits outweigh the harm. As such the proposed development is considered acceptable adjacent to the Conservation Area.
- 7.5. **Highways Considerations**
- 7.5.1. Policy SD4: Highway Design Considerations states that the Council will support development proposals which maintain or enhance the efficient and safe operation of the highway network and which take account of the needs of all highway users for safe access, egress and servicing arrangements. The NPPF (2023) is clear that development should only be prevented or refused on highways grounds if there would be an unacceptable impact on highway safety, or the residual cumulative impacts on the road

network would be severe.

- 7.5.2. No objection on highways grounds was raised under the last planning application. Therefore, for a concern to be raised regarding highways matters it would have to be demonstrated that this revised planning application introduces new grounds of objection regarding highways capacity and/ or safety above those presented under the last planning application. This planning application results in a modest reduction in floorspace when compared to previous refused planning application RU.22/0776 (a reduction of circa 724 sqm). As there were no ground for refusing the previous planning application for highway issues it would be very difficult to now justify a refusal reason which is for a scheme of less floor space.
- 7.5.3. It remains that the applicant is seeking planning permission for a “flexible” employment use where a variety of different end users could occupy the proposed buildings. The vehicle activities associated with these different uses can widely differ. In this context Surrey County Council in their role as the highway authority have requested that the applicant “model” the worst case scenarios. The applicants are keen to highlight that the proposed layout would mean that future occupiers are unlikely to seek to occupy units which do not provide specific bays. However, this does not mean that either would be no HGV movements associated with granting such a planning application. There is no ability under such a planning application to ensure that no third party HGV delivery vehicle would not access the site. Therefore, the applicant’s submission has assumed that this proposed development could result in HGV movements coming to and from the site. However, the manner in which plot 2 is designed means that HGV’s could not access this plot due to the access arrangement across the Bourne.

#### *Highway capacity impact*

- 7.5.4. In highways terms one of the considerations is the impact on both the local road network and the wider strategic network (which includes local motorways and junctions- i.e., the M25 and Junction 11, and to some lesser extent the A3 and the Cobham junction). Again, it is important to highlight that the NPPF (2021) is clear that a refusal on cumulative impacts on the road network should only be where it is demonstrated that a proposal would have a severe impact.
- 7.5.5. A Transport Assessment has been submitted in support of this planning application. This document seeks to assess the number of vehicle movements associated with this proposed development to understand potential impact on the wider highway network. Given the matter is about highway capacity the focus of the assessment needs to be one of peak hours where the surrounding road networks are more heavily congested. The manner in which this is modelled is based on using Trip Rate Information Computer System (TRICS) which is an industry recognised standard for assessing trip generation of new developments. The applicant has looked at the vehicle trips which would likely take place against the proposed vehicle trips associated with this proposed development and have demonstrated that the proposed development would result in less vehicle trips at peak hours than the existing lawful uses. Therefore, the proposed development would have an acceptable impact on the wider surrounding highways network in terms of potential cumulative impact. No objection has been raised from the highway’s authority



nor from National Highways.

- 7.5.6. A number of objections from local residents have been raised in terms of the comparison between the lawful use and the proposed. Part of the objections are that the lawful use (i.e., the vacant offices) has not been fully occupied for a number of years and should not be relied upon as a benchmark for vehicle movements proposed as part of this planning application. However, case law has established that the prospect of the “fallback position”, the alternative option does not have to be probable or “even have a high chance of occurring”. It has to be only “more than a merely theoretical prospect” in order for it to be sufficient to make the position a material consideration.” The assessment for the last planning application was made in line with this position. There is nothing to indicate as part of this planning application to justify an alternative position in this regard.
- 7.5.7. Further objections have been raised that the proposed development does not seek to make a contribution towards upgrading or enhancing the wider highway network. However, such a planning obligation can only be sought where it is necessary to make the development acceptable in highways terms. The evidence in front of officers both in terms of the Transport Assessment, as well as the assessment from the Highway Authority who manages the highway network across Surrey and would be responsible for undertaking any such works is that the proposed development would have an acceptable impact in terms of wider highway capacity issues. As such there is no justification towards such a contribution.

#### *Highways safety*

- 7.5.8. No objection was raised under the previous planning application in terms of highway safety. Whilst the access point to the service yard for plot 1 has been revised, the revised arrangement has been reviewed by the highway authority who have advised that subject to conditions the proposed access is acceptable and would not raise any issues in terms of highway safety. The applicant has undertaken an external Stage 1 Road Safety Audit for the accesses which is submitted in the appendices of the Transport Assessment and its addendum. A Stage 1 Audit is an independent assessment of the key design and operating arrangements of the highway works. The Road Safety Audit identifies potential road safety issues or problems that may affect all users of the highway and to recommend measures to eliminate or mitigate these problems. The proposed accesses to the relevant buildings have therefore been shown to provide suitable access to the buildings which would not raise issues in terms of highway safety. The applicant will need to enter into a separate section 278 agreement with the highway authority to make alterations to the existing highway layout. At this stage the Highway Authority will ensure that a Stage 2 and 3 Road Safety Audit is undertaken which looks at the detailed implementation of these measures.
- 7.5.9. There have been a lot of local concerns from residents that the scheme could result in increased HGV movements in the area and the potential impact this could have on highway safety. It should first be noted that currently there are HGV movements providing deliveries to the wider trading estate and there is nothing to indicate that this results in any highways safety issues. Notwithstanding this, the Highway Authority have requested that tracking of HGV's be shown at all local crossing points, and routes for pedestrians to demonstrate that any additional HGV's will not have any highways safety

impacts for pedestrians. The submitted plans show that all HGV's can be accommodated on the local roads/junctions without causing any harm to pedestrians.

- 7.5.10. To assist in highway safety and visibility the highway authority has recommended the single yellow line be upgraded to a double yellow line on the north side of Addlestone Road from the roundabout continuing along in front of the Mazda car showroom eastwards up to the railings on the bridge before the access to the building(s) 200 to help the movement of HGV's. The Highway Authority also request single lines be upgraded to new double lines along Hamm Moor Lane, from the roundabout to the proposed new vehicular access on Hamm Moor Lane on both sides of the road. It is noted that some of the representations have expressed concerns about pressures on existing on street parking. The increase of double yellow lines will result in the loss of what could be perceived as existing on street parking spaces. However, these double yellows are being proposed in order to improve highway visibility and safety in an area where concerns have been expressed. They would more than likely be necessary for any future development coming forward on this site (given this is positioned where there is an existing vehicle access).

#### *Parking provision*

- 7.5.11. Policy SD4 of the Local Plan states that parking standards for vehicle and cycle parking within development proposals will be assessed against the Council's current adopted guidance. The Council's adopted Parking Guidance SPD in November 2022. This guidance sets out recommended parking standards for different uses. However as set out above the uses being sought for permission vary in terms of the need for parking provision. The recommended parking for a B2 (general industry) use is 1 space per 30sqm with no lorry parking required and a warehouse (distribution) use would require 1 space per 100 sqm with 1 lorry space per 100sqm. However, the SPD sets out that some larger scale non-residential developments may benefit from a bespoke car parking scheme, appropriate to that use and/or its location, particularly when taking account of other policies and practices in place and which are associated with the operation of the development. In such circumstances, a site-specific parking and travel plan can take detailed account of the location of the development, the ability of people to walk, cycle or travel by public transport to the development and the policy of the institution to provide or subsidise public transport services, and/or restrict car travel to their site. It is considered that this is one of such planning applications where a bespoke car parking scheme is necessary in order to ensure that the correct level of parking is provided to cater for such a wide-ranging uses which could take place.
- 7.5.12. 107 spaces are proposed for plot 1 and 48 spaces proposed for plot 2, total of 155 car parking spaces. This equates to 1 space per 103 sqm, the parking ratio is marginally higher than that previously proposed under the refused planning application (which was 1 spaces per 108 sqm). The internal service road for plot 1 can accommodate at least 25 lorries and plot at least 5. A TRICS parking accumulation assessment forms part of the applicants Transport Assessment. This shows that parking provision would be sufficient for the scheme proposed. The highway authority has considered that this parking ratio is acceptable in order to provide suitable off-street parking for a development of this scale and nature. In view of this and given the parking ratios are not dissimilar to the previous planning application which was considered by the Local Planning Authority which no

parking objections were raised this level of parking is considered acceptable, (subject to wider sustainability consideration set out below).

- 7.5.13. It should also be noted that further to the submission the applicants have confirmed that the proposed development will provide 20% active Electric Vehicle Charging points (EVC). In addition to this all other parking space (including those for lorries) will be fitted out as passive EVC spaces in the form of EV ducts running to each car parking space, so that pillars and cables can be connected at any time in the future. This would go beyond the 20% provision required by planning policy is one measure which they are seeking to go beyond policy to “future proof” the buildings so that parking for the site is adaptable to future needs as required.

*Sustainable Travel- including active and public transport*

- 7.5.14. Policy SD3 of Local Plan deals with Active and Sustainable Travel. This sets out that the Council will support proposals which enhance the accessibility and connectivity between people and places by active and sustainable forms of travel. This includes supporting developments which integrates with or provide new accessible, safe and attractive active and sustainable travel networks and routes to service and employment centres and rail interchanges. The policy also requires developers to submit and implement Travel Plans demonstrating how active and sustainable travel options have been considered.
- 7.5.15. There are pedestrian footways on both sides of the Addlestone Road carriageway serving all proposed accesses points to the site. Hamm Moor Lane also benefits from a pedestrian footway on both sides of the carriageway. The closest bus stops to the site are located on the Weybridge Road, less than 350m from the centre of the site, all in walking distance of the site. This bus stop services the 461 which does provide a fairly frequent service runs between St Peters Hospital and Kingston (via Ottershaw, Addlestone, Weybridge and Walton). The site is also in walking distance of Addlestone Train Station with trains running between Weybridge and London. There is also, to some lesser extent, Weybridge Train Station (which has faster trains which run between London and Portsmouth). Overall, the site is in fairly sustainable location where active and public transport modes can be utilised by those who work at the site.
- 7.5.16. A Framework Travel Plan has been submitted in support of this planning application which sets out ways in which staff can reduce the number of vehicle trips to any given site by promoting more sustainable travel options. This Framework Travel Plan seeks to encourage the promotion of walking and cycling. 106 cycle parking space are proposed as part of this planning application. Indicative locations of this parking as shown on the proposed plans as being evenly split across the application site. Full details can be secured by way of condition. In addition, shower facilities are proposed as part of every unit in support of encouraging active modes of transport for future employees.
- 7.5.17. In terms of public transport, travel packs are proposed for new employees to make them aware of options. In terms of monitoring and reporting it is suggested that the travel plan last for a 5 year period from commencement. The requirement of the overall travel plan would need to be secured by way of a planning obligation.

- 7.5.18. It should also be noted that in July 2023 a new government agency, Active Travel England were set up as a statutory consultee. Due to an oversight, there was a delay in undertaking this consultation. Members will be updated on the response in the Planning Addendum. It should be noted that their role is regarding how schemes seek to incorporate active travel as part of new development. They are not a consultee on matters pertaining to highway capacity or highway safety. Their remit is if this planning application provides suitable means of including active travel as part of the planning application. The Highway Authority also considers matters regarding active travel as part of assessing any planning application and have advised that the approach sought as part of this planning application is appropriate.
- 7.5.19. In addition to the above, officers recommend a planning obligation regarding an Operational and Delivery Service Management Plan. This will have many strands of how to manage proposed deliveries, including identifying deliveries that could be reduced, re-timed or even consolidated, particularly during busy periods in the interest of sustainable transport.

#### *Highways Conclusion*

- 7.5.20. In conclusion, it is not considered that the revisions proposed as part of this planning application would result in highways implications not considered and accepted under the previous planning application. The proposed development would not result in severe pressures on highway capacity. In terms of highway safety, the applicants have provided tracking information demonstrating that the proposal and the vehicles associated with potential future uses would not give rise to increase highway safety issues. The proposed development provides a suitable level of off-street parking for the development proposed. Through Travel Plans and delivery management plans further sustainable transport measures can be secured and monitored.

#### **7.6. Flooding Considerations**

##### *The Sequential and Exception Test*

- 7.6.1. The site is in flood zone 2, partly in flood zone 3a and the access to the former Toshiba office goes over the River Bourne (as existing) which is in flood zone 3B. The NPPF (2023), as well as policy EE13 of the Local Plan sets out how to consider the principle of such development in the flood zone. The proposal is on a designated not an allocated site and notwithstanding the assertions in the previous committee report the assessment required the sequential test is required. The aim of the sequential test is to steer new development to areas with the lowest risk of flooding from any source. Development should not be allocated or permitted if there are reasonably available sites appropriate for the proposed development in areas with a lower risk of flooding.
- 7.6.2. A sequential test has been submitted in support of this planning application. The applicants sequential test has not recognised that part of the site is in flood zone 3B however this is a small part of the site (i.e., the access bridge over the river to Plot 2) and the sequential test does equally look at other sites which are in flood zone 3B. The area of search for the sequential test is borough wide. However, given the sites designation as a designated employment area, the area of search is to be kept to Designated Strategic Employment

Areas and sites allocated for employment use as set out in the Local Plan 2030. The site search resulted in a total of 7 sites which met the search criteria. These sites were then assessed as to whether they are sequentially preferable and available and suitable for the proposed development. A further assessment of if the sites were available for development in the short to medium term and suitable for a development similar to the proposed scheme was also undertaken including contact with local listing agents.

- 7.6.3. Based on this evidence it is considered that it has been demonstrated that the application passes the sequential test and that there are no other reasonably available sites in a flooding sequentially preferred location which would be available for this proposal.

#### *Flood protection and mitigation*

- 7.6.4. Policy EE13: Managing Flood Risk identifies that development must not materially impede the flow of floodwater, reduce the capacity for the flood plain to store water or cause new or exacerbate existing flood problems. In addition, the NPPF (2021) requires that development should only be allowed in areas at risk of flooding where; the most vulnerable development is located in areas of lowest flood risk within the site; is appropriately flood resistant and resilient; incorporates sustainable drainage systems, any residual risk can be safely managed, and safe access and escape routes are included where appropriate.
- 7.6.5. A Flood Risk Assessment has been submitted as part of this planning application, prepared by HDR Consulting. This report sets out how the proposed development would not result in a loss of flood storage compensation and that there would be no material change in flood flow path under the proposed development layout.
- 7.6.6. The details provided show that the proposal provides level for level-for-level flood water storage compensation to be incorporated into the development design with no loss of floodplain capacity. A minimum new building finished floor level of 12.80 m AOD (for Units A to D) provides finish floor levels above the maximum flood level. With reference to consultation response from the Councils drainage officer it is not considered in this specific instance that means of escape or a flood evacuation plan is necessary for an employment generating use. This is not the type of development whereby users will seek to remain within the building when there is a fluvial risk of flooding.
- 7.6.7. It should be noted that whilst the Environment Agency have not commented on this planning application, they did not raise any objection to the previous planning application. Whilst some of the buildings proposed as part of this planning application are closer to the Wey Navigation they remain in the same flood risk zone. The flood protection and mitigation principles proposed as part of this planning application are the same as the previous planning application. This scheme is for less floor area. Overall, it is considered that the proposed approach to flooding is acceptable.

#### *Sustainable Urban Drainage (SuDs)*

- 7.6.8. In terms of Sustainable Urban Drainage (SuDs), Policy EE13 of the Local Plan requires all new development to ensure that sustainable drainage systems are used for the

management of surface water unless demonstrated to be inappropriate. The NPPF (2023) states that all 'major' planning applications must incorporate sustainable drainage systems unless there is clear evidence that this would be inappropriate. SuDS must be properly designed to ensure that the maintenance and operation costs are proportionate and sustainable for the lifetime of the development.

- 7.6.9. The proposed SuDs strategy involves below-ground storage with off-site runoff being attenuated to greenfield rate. All flows are to be directed into the existing adjacent surface watercourse (part of the Addlestone Bourne), subject to the necessary consents. The Lead Local Flood Authority is satisfied that the proposed drainage scheme meets the requirements set out in the above policies subject to conditions recommended below.
- 7.6.10. Overall, the proposed development is considered to demonstrate it would not cause new or exacerbate existing flooding problems, either on the proposed development site or elsewhere. The risk of flooding is also considered to be low and a suitable drainage strategy can be employed subject to conditions already set out above.

## 7.7. **Renewable and Low Carbon Energy**

- 7.7.1. Policy SD8: Renewable and Low Carbon Energy sets out that new development will be expected to demonstrate how the proposal follows the energy hierarchy (Be lean; use less energy, Be clean; supply energy efficiently and Be green; use renewable energy). For a scheme of this scale, it is also expected for the development to incorporate measures to supply a minimum of 10% of the development's energy needs from renewable and/or low carbon technologies. In addition, development proposing 10,000sqm - 50,000sqm of net additional floorspace should consider whether connection to existing renewable, low-carbon or decentralised energy networks is possible.
- 7.7.2. A Sustainability and Energy Statement has been submitted in support of this planning application. This Statement seeks measures to deal with sustainability and energy efficiency within the development to meet BREEAM (Building Research Establishment Environmental Assessment Method) standard of "excellent". BREEAM is a industry recognised stand to ensures that buildings are compliant when it comes to sustainable construction, operation and design. The BREEAM New Construction regime is comprised of a series of categories which serve to address criteria to achieve sustainable development.
- 7.7.3. Despite there being no explicit Local Plan requirement for non-residential developments in the Borough to achieve a BREEAM rating, the proposed development seeks to achieve a BREEAM 'Excellent' rating, which would in turn help to demonstrate sustainable design and energy considerations have been comprehensively addressed. In addition to this, a Circular Economy Statement has been submitted which outlines measures to reduce waste and apply a circular economy approach during the design and construction of the proposed development, drawing on targets from the London Plan (in the absence of Runnymede currently having any-specific targets).
- 7.7.4. Policy SD8 does require larger developments to supply a minimum of 10% their energy needs from renewable and/or low carbon technologies unless it can be demonstrated with evidence that this is not feasible or viable. The Statement satisfactorily

demonstrates that, after pursuing a fabric-first approach to reduce energy use at the first stage of the energy hierarchy, the 10% requirement has been exceeded at this early design stage, primarily through the use of air source heat pumps (ASHPs) and solar photovoltaic (PV) panels. Solar panels are shown to be proposed on the roof of buildings on all buildings and the indicative location of Air Source Heat pumps are shown to be in x10 condenser compounds across the site, adjacent to the proposed buildings.

- 7.7.5. Overall, the proposal goes beyond current Local Plan policies in regard to sustainable construction and energy requirements. This is a benefit which weights in favour of the proposal and will be considered further as part of the wider planning balance.

## 7.8. **Ecology and biodiversity**

- 7.8.1. Policies SD7 and EE9 of the Local Plan sets out that development should protect existing biodiversity and include opportunities to achieve biodiversity net gain. The National Planning Policy Framework requires planning decisions should minimise impacts on and provide net gains for biodiversity. No objection was raised regarding the last planning application. However, this proposal does affect the proposed layout, landscaping and lighting associated with the redevelopment and as such these matters needs to be considered as part of this new planning application. The submission by the applicants includes a Preliminary Ecological Appraisal and Preliminary Roost Assessment, Ecology Additional Note Biodiversity Metric 4.0 Calculation Tool, Biodiversity Net Gain Plan and Arboricultural Impact Assessment. The former documents have been updated during the consideration of this planning application.
- 7.8.2. *Avoidance-* There are no identified protected species on this site. Jersey cudweed was identified in the northern part of the site which is protected under the Wildlife and Countryside Act 1981 (as amended). A separate licence will be required from Natural England to take Schedule 8 plants (such as Jersey cudweed) for conservation purposes. The woodland and hedgerow habitats around plot 2, are considered to represent Habitats of Principal Importance and are proposed to be retained as part of this planning application.
- 7.8.3. *Mitigation-* The site is located immediately adjacent to the River Wey. The Woburn Park Stream SNCI is located within 0.5km of the Site boundary. During the construction phase of the development mitigation measures can be secured through a Construction Environmental Management Plan (CEMP) to ensure pollutants and dust associated with construction works do not affect the surrounding environment. A draft document has been submitted as part of the planning application and full details can be secured through conditions.
- 7.8.4. A lighting assessment has also been submitted in support of this planning application and is supported by an ecological lighting sensitivity assessment. This show that through the incorporation of lighting columns with integral backlight control optics, there would be negligible backlight spill onto the River Wey. The same lighting is proposed adjoining the woodland corridor lining the Bourne River. An overshadowing assessment has also been provided which shows that given orientation that the proposal would not result in increased overshadowing on the watercourse when compared to existing built form.

- 7.8.5. *Enhancements*- In terms of biodiversity net gain, a detailed landscaping and biodiversity plan has been submitted in support of this planning application, as well as a biodiversity net gain metric. The proposed enhanced landscape includes species-rich grassland, riparian planting, modified grassland, bioswales, sedum green roofing, mixed scrub and scattered trees, with enhancements to existing areas of woodland. Based the DEFRA Biodiversity Metric (which has become the industry recognised standards for assessing biodiversity net gain) the proposal would result in a 58.21% increase in habitat units and an 81.69% increase in hedgerow units. It is recommended that measures to ensure the successful creation and long-term management of proposed habitats are outlined in a Landscape and Ecology Management Plan (LEMP) for the Site. This can be secured by way of condition.
- 7.8.6. The submission as a whole has been reviewed by Surrey Wildlife Trust in their role as our ecological advisors and have agreed with the findings contained in the applicant's submission, subject to conditions regarding (as set out above) Construction Environmental Management Plan and a Landscape Environmental Management Plan, these are recommended below.
- 7.8.7. It should also be noted that whilst the Environment Agency have not commented on this planning application under the previous planning application, they raised objections due to the lack of an undeveloped 8m buffer to the Bourne River (not for flood risk reasons but due to ecology). As per the previous planning application, policy EE12: Blue Infrastructure of the Local Plan does seek, where appropriate, undeveloped buffer zones. Works within 8m of the River Bourne include fencing, gates and an improved access. However currently development on the site is all laid to hardstanding along this boundary. In contrast, this proposal would increase planting and biodiversity enhancements in this location. Thus, the approach is considered an appropriate balanced strategy and in line with policy.
- 7.9. **Impact on Neighbouring Amenity- sunlight, daylight, overbearing impact and lightning**
- 7.9.1. Policy EE1 sets out that *"all development proposals will be expected to ensure no adverse impact ...to neighbouring property or uses"*. The Runnymede Design SPD states that *"All dwellings must be designed with high quality internal and external space, in an appropriate layout, to accommodate different lifestyles and a range of private and communal activities. Accommodation must be designed to provide suitable levels of natural daylight and sunlight to new and existing properties ..."*. The document also provides further guidance of such matters including, sunlight and privacy. Paragraph 130 of the National Planning Policy Framework also sets out that all proposals are expected to provide high standard of amenity for all existing and future users.
- 7.9.2. A Daylight and Sunlight Report prepared by Hollis has been submitted in support of this planning application, this is based on industry recognised British Research Establishment (BRE) standard guidelines. The assessment has looked the properties mostly likely affected by the proposed development (due to their orientation), notably:
- Navigation House (the block of Flats opposite Hamm Moor Lane)
  - 14 Hamm Moor Lane (the flat above Sophie's café)
  - New House Addlestone Road



- 66 Addlestone Road (flats above the Mazda Garage)
- 20 Hamm Moor Lane

It should be noted that the properties assessed are slightly different to those considered under the previous planning application. This is due to the revisions in the position of buildings affect the properties which would potentially be affected.

- 7.9.3. The assessment has looked at the industry recognised standards regarding the amount of light which reaches neighbouring *windows* (Vertical Sky Component- VSC). The target figure for VSC recommended by the BRE is 27% to provide a “relatively good level of daylight” for habitable rooms with windows on principal elevations. The report also looks at the Daylight Distribution, this assessment deals with the line that divides the point which you can and cannot see the sky (also referred to as “No-Sky Line”- NSL). For existing buildings, the BRE guide states that if, following the construction of a new development, the NSL moves so that the area beyond the NSL increases by more than 20%, then daylighting is likely to be seriously affected. Together these tests look to ensure that existing windows maintains a suitable level of daylight.
- 7.9.4. In addition, the report looks at the potential impact on sunlight, a building’s window’s orientation and the overall position of a building on a site will have an impact on the sunlight it receives but, importantly, will also have an effect on the sunlight neighbouring buildings receive.
- 7.9.5. The conclusion of this report is that any impact in terms of sunlight and or daylight falls within acceptable standards based on the industry recognised criteria, indeed for most of the windows facing the proposal any impact is fairly limited when compared to the existing relationship. This is a slight betterment when compared to the previous refused planning application where some limited/marginal loss of daylight distribution was noted to the windows in 14 Hamn Moor Lane and windows in Navigation House.
- 7.9.6. In terms of overshadowing, the proposed modelling demonstrates that the proposed development would not result in significant overshadowing of adjoining properties amenity space, this includes any potential acoustic fences, notably New House located to the south of the former Toshiba Offices. Wey Meadows Farm is positioned some 70+ metres from this application site and so the amenities of this property would not be affected in terms of overlooking/ overbearing impact.

#### 7.10. **Other Considerations**

##### *Air Quality*

- 7.10.1. In terms of air quality, the site is not within an Air Quality Management Area, however Addlestone Town Centre in in one, and Weybridge Town Centre in the adjoining Borough of Elmbridge is also within one. An Air Quality Assessment and Construction Environmental Management Plan (CEMP) have been submitted in support of this planning application. This states that the development will seek to minimise possible disruption to the adjacent properties and the public and to reduce the impact of activities on air quality during construction. It is proposed that this will be undertaken by utilising measures set out in best practice for minimising noise, dust and vibration control on construction sites.

7.10.2. In terms of operational impact, the proposed development will also result in vehicles coming to and from the site including large delivery vehicles. The Air Quality Assessment submitted as part of this planning application has done some initial modelling using receptors around the site, along Weybidge Road, within Addlestone Town Centre and Weybridge Town Centre to understand the “Baseline” of air quality. They have also looked at some of the data held by both Runnymede and Elmbridge Council to understand existing and historic Air Quality levels. They have then modelled the activities associated with this scheme to see what impact the proposal would have to overall Air Quality in these locations. The outcome of this modelling shows that there would be negligible impact in air quality levels resulting from this proposed development.

#### *Contaminated Land*

7.10.3. No objection was raised under the last planning application in terms of contaminated land, and it is not considered the revisions would raise any issues in this regard, subject to conditions. Similar information has been submitted as part of this planning application, as well as additional ground investigation works to demonstrate that land contaminates on this site is likely limited. Conditions can secure remediation works should contaminates be found in undertaking works on this site.

#### *Archaeology*

7.10.4. Similarly, it is not considered that this proposal raises any issues in terms of archaeology. A desk-based assessment has been submitted in support of this planning application. The Archaeological Officer at SCC has confirmed under the previous planning application that the site has been comprehensively developed several times in the past and that a previous application for a large part of the current site clearly shows extensive areas of modern made ground over the area. On this basis it is very unlikely that significant archaeology will be present on this site and no further archaeological investigations are required.

#### *Economic benefits*

7.10.5. As set out at the beginning of the planning assessment the proposed development is for employment generating uses on land designated for employment and thus the principle of the development is actable. In addition to this, there are further economic benefits which flow from the redevelopment of this site for employment generating purposes. A Industrial and Logistics Needs Assessment has been submitted as part of the planning application which seeks to demonstrate that the proposed development would meet a significant need in a growing economy for such spaces. It is note that objections from residents highlight existing occupancy at units at Brooklands Industrial Estate within Brooklands. However, this does not dispel the growth in this sector and the need for such provision within the wider area. In addition to this that the proposed development will result in:

- Support direct and indirect construction jobs.
- At operational stage would generate approximately 250 gross on-site jobs Full Time Equivalent (FTE).
- And indirect jobs and local spend which flow from redevelopment.

7.10.6. The benefit of the above will be considered further below as part of the wider planning balance.

## **8. PLANNING OBLIGATIONS/COMMUNITY INFRASTRUCTURE LEVY (CIL)**

8.1. In line with the Council's Charging Schedule the proposed development would be CIL liable. However, the rate for such a development in our adopted charging schedule is however £0.

8.2. As set out above the following planning obligations are considered necessary in order to make the development acceptable in planning terms:

- Travel Plan which shall include that, in the event any of the buildings are brought into a use which would fall within a "Parcel Distribution Centre" use an updated parking layout plan shall be submitted to and an approved in writing to show additional parking necessary to support this use in line with the details submitted in the Transport Note prepared by Mode Transport dated 24.01.2023.
- £6150 Travel Plan auditing fee.
- Prior to the occupation of any building by a new user a Delivery Service Management Plan to be submitted to deal with the following:
  - Demonstrate that goods and services can be achieved, and waste removed, in a safe, efficient and environmentally friendly way.
  - Identify deliveries that could be reduced, re-timed or even consolidated, particularly during busy periods. Improve the reliability of deliveries to the site.
  - Reduce the operating costs of occupants and freight companies.
  - Reduce the impact of freight activity on local residents and the environment.

To be updated every year for the first 3 years of any new occupier of the relevant building.

## **9. EQUALITY AND HUMAN RIGHTS CONSIDERATIONS**

9.1 Consideration has been given to Articles 1 and 8 of the First Protocol of the European Convention on Human Rights. It is not considered that the decision would result in a violation of any person's rights under the Convention.

Consideration has been given to s149 of the Equality Act 2010 (as amended), which has imposes a public sector equality duty that requires a public authority in the exercise of its functions to have due regard to the need to:

- (a) Eliminate discrimination, harassment, victimisation and any other conduct prohibited

by the Act

- (b) Advance equality of opportunity between persons who share a relevant protected characteristic and persons who do not share it
- (c) Foster good relations between persons who share a relevant protected characteristic and persons who do not share it.

It is considered that the decision would have regard to this duty.

## **10. CONCLUSIONS AND PLANNING BALANCE**

- 10.1 The principle of the development is acceptable and would bring vacant (but previously developed land) back into an employment generating use on land designated for employment generating use. This is a key benefit which weigh significantly in favour of the proposed development.
- 10.2 It is considered that the revisions to the proposed redevelopment overcome the previous grounds for refusing planning application RU.22/0776 in terms of design and visual impact and in terms of impact on neighbouring amenity in terms of the activities associated with the proposed development.
- 10.3 It is considered that the revised design approach would result in less than substantial harm on the significance of the adjoining Conservation Area, but that public benefits exist which outweigh the harm. It is not considered that the revised planning application raises any further issues in terms of highway considerations, flooding matters or in terms of the impact on neighbouring amenity (in terms of loss of light and/or overbearing impact). The proposed development is considered acceptable in terms of ecological considerations, air quality, contaminated land and archaeology. There are economic benefits which flow from this proposed development, including bringing the site back into use which weighs significantly in favour of the proposed development.
- 10.4 The development has been assessed against the relevant policies in the Runnymede 2030 Local Plan, the policies of the NPPF, guidance in the PPG, and other material considerations including third party representations. When applying the usual planning balance, it is considered that the proposed development overcomes the previous grounds for refusal

## **11. FORMAL OFFICER RECOMMENDATION**

### ***Recommendation Part A:***

***The HoP be authorised to grant planning permission subject to Active Travel England not raising any unresolved objections to the development and the completion of a Section 106 legal agreement under the Town and Country Planning Act 1990 (as amended) to secure the following obligations:***

1. Travel Plan which shall include measures based on the Framework Travel Plan.
2. £6150 Travel Plan auditing fee.
3. Prior to the occupation an Operational and Delivery Service Management Plan to be submitted to deal with the following:
  - Provide x1 notice board in a publicly accessible location displaying any information on the site deemed appropriate to its operation including a point of contact for local residents for any issues which may arise.
  - Continue to monitor and provide 6 monthly reporting on noise levels to the Local Planning Authority for the first 5 years from when the site is at least 50% occupied, or 3 years from being 100% occupied, whichever is longer. Where noise impact exceeds those within the submitted Noise Report provide details of mitigation measures proposed to reduce noise levels and additional monitoring as required
  - Demonstrate that goods and services can be achieved, and waste removed, in a safe, efficient, and environmentally friendly way at operational stage.
  - Identify deliveries that could be reduced, re-timed or even consolidated, particularly during busy periods. Improve the reliability of deliveries to the site.
  - Reduce the operating costs of occupants and freight companies.
  - Reduce the impact of freight activity on local residents and the environment.

***And the subject to the following planning conditions:***

**Recommended conditions**

1. Standard three-year time limit

The development for which planning permission is hereby granted must be commenced no later than the expiration of three years beginning with the date of this permission.

Reason: To comply with Section 51 of Part 4 of the Planning and Compulsory Purchase Act 2004.

2. Approved Plan

The development hereby permitted shall not be carried out except in complete accordance with the approved the drawings as set out in the submitted the document titled "Bridge Point Weybridge - Planning Register" dated 18/07/2023 revision P01. This includes finish floor levels.

Reason: To ensure high quality design and to comply with Policy EE1 of the Runnymede 2030 Local Plan and guidance in the NPPF.

3. Tree Protection

Prior to the commencement of any works hereby approved, including any demolition implemented under this planning permission, a Full Arboricultural Method Statement and Tree Protection Plan shall be submitted to the Local Planning Authority for approval and then subsequently approved tree protective measures shall be installed in accordance with the approved Tree Protection Plan.

The works shall be carried out in accordance with the approved protection plan and method statement. The protective measures shall remain in place until all works are complete and all machinery and materials have finally left site. Nothing shall be stored or placed in any area fenced in accordance with this condition, nor shall any fires be started, no tipping, refuelling, disposal of solvents or cement mixing carried out and ground levels within those areas shall not be altered, nor shall any excavation or vehicular access, other than that detailed within the approved plans, be made without the written consent of the LPA.

There shall be no burning within six metres of the canopy of any retained tree(s). Where the approved protective measures and methods are not employed or are inadequately employed or any other requirements of this condition are not adhered to, remediation measures, to a specification agreed in writing by the LPA, shall take place prior to first occupation of the development, unless the LPA gives written consent to any variation.

Reason: To protect the trees to be retained, enhance the appearance and biodiversity of the surrounding area and to comply with Policies EE1, EE9 and EE11 of the Runnymede 2030 Local Plan and guidance within the NPPF.

4. Construction Transport Management Plan

- A. Prior to commencement of any development (including any demolition implemented under this planning permission) a *Demolition* Transport Management Plan (DEMP) shall be submitted to and approved in writing by the Local Planning Authority.
- B. Prior to commencement of any development (excluding demolition) a *Construction* Transport Management Plan (CEMP)

Both documents shall detail the following:

- parking for vehicles of site personnel, operatives and visitors
- loading and unloading of plant and materials
- storage of plant and materials
- programme of works (including measures for traffic management)
- provision of boundary hoarding behind any visibility zones
- HGV deliveries and hours of operation
- vehicle routing
- measures to prevent the deposit of materials on the highway.
- on-site turning for construction vehicles
- provision of 1 x notice board in a publicly accessible location with information of the build out process and a point of contact for local residents for any issues which may arise

this document shall be based on the Construction Logistics Plan dated July 2023 and shall be submitted to and approved in writing by the Local Planning Authority. The development shall be undertaken in accordance with the approved details for construction of the development.

Reason: in the interest of highway safety and to satisfy the Runnymede Local Plan (2030) policies Policy SD3: Active & Sustainable Travel, Policy SD4: Highway Design Considerations, Policy SD5: Infrastructure Provision & Timing, Policy SD7: Sustainable Design.

5. Construction and Environment Management Plan

- A. Prior to commencement of any development (including any demolition implemented under this planning permission) a *Demolition* and Environment Management Plan (DEMP) shall be submitted to and approved in writing by the Local Planning Authority.
- B. Prior to commencement of any development (excluding demolition to ground floor slab level) a *Construction* and Environment Management Plan (CEMP)

Both documents shall detail how protected habitats and species, including woodland features will be protected from any adverse impacts as a result of construction. The DEMP and CEMP should include adequate details including:

- Map showing the location of all of the ecological features
- Risk assessment of the potentially damaging construction activities
- Practical measures to avoid and reduce impacts during construction including dust and air quality
- Location and timing of works to avoid harm to biodiversity features
- Responsible persons and lines of communication
- Use of protected fences, exclusion barriers and warning signs.

The development shall be undertaken in accordance with the approved details for construction of the development.

Reason: In the interest of protecting potential ecological value and species in the site as required by Policies EE9, EE11 and EE12 of the Runnymede 2030 Local Plan and guidance within the NPPF.

6. Landscape and Ecological Management Plan

Prior to commencement of any development (excluding demolition) a Landscape and Ecological Management Plan (LEMP) shall be submitted to and approved in writing by the Local Planning Authority, this includes a sensitive lighting plan that as a minimum, keeps the River Wey and River Bourne. The LEMP should be based on the proposed impact avoidance, mitigation and enhancement measures specified in the Preliminary Ecological Appraisal and revised Lighting Strategy prepared by MKA Ecology and dated 14.10.22 and 4.09.2023 respectively and should include, but not be limited to following:

- Description and evaluation of features to be managed
- Ecological trends and constraints on site that might influence management
- Aims and objectives of management
- Appropriate management options for achieving aims and objectives
- Prescriptions for management actions, together with a plan of management compartments
- Preparation of a work schedule (including an annual work plan capable of being rolled forward over a five-year period
- Details of the body or organisation responsible for implementation of the plan
- Ongoing monitoring and remedial measures
- Legal and funding mechanisms by which the long-term implementation of the plan will be secured by the applicant with the management body(ies) responsible for its delivery.
- Monitoring strategy, including details of 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.
- Sensitive Lighting Plan

- Ecological Enhancement Plan

The development shall be undertaken in accordance with the approved details for construction of the development.

Reason: In the interest of protecting potential ecological value and species in the site as required by policy EE9 of the Local Plan

7. Surface water drainage scheme

Prior to commencement of any development (excluding demolition) details of the design of a surface water drainage scheme shall be submitted to and approved in writing by the Local Planning Authority. The design must satisfy the SuDS Hierarchy and be compliant with the national NonStatutory Technical Standards for SuDS, NPPF and Ministerial Statement on SuDS. The required drainage details shall include:

- Evidence that the proposed final solution will effectively manage the 1 in 30 & 1 in 100 (+20% allowance for climate change) storm events, during all stages of the development. The final solution should follow the principles set out in the approved drainage strategy. Associated discharge rates and storage volumes shall be provided using a maximum discharge rate of 7.34 l/s for the southern site and 2.3 l/s for the northern site.
- Detailed drainage design drawings and calculations to include: a finalised drainage layout that follows the principles set out in the approved drainage strategy detailing the location of drainage elements, pipe diameters, levels, and long and cross sections of each element including details of any flow restrictions and maintenance/risk reducing features (silt traps, inspection chambers etc.).
- A plan showing exceedance flows (i.e. during rainfall greater than design events or during blockage) and how property on and off site will be protected from increased flood risk
- Details of drainage management responsibilities and maintenance regimes for the drainage system.
- Details of how the drainage system will be protected during construction and how runoff (including any pollutants) from the development site will be managed before the drainage system is operational.

Reason: To ensure the design meets the national Non-Statutory Technical Standards for SuDS and the final drainage design does not increase flood risk on or off site.

8. Materials

Prior to commencement of any development above ground level (on a phased basis or otherwise), a detailed schedule and specification of the materials and finishes to be used shall be submitted to and approved in writing by the Local Planning Authority. The details shall include:

- Cladding;
- Windows and doors
- Roofing materials;
- Details of all rooftop structures including plant, lift overruns, cleaning cradles (as relevant);

Sample boards on site showing the above as relevant shall be provided at the same time as an application is made.

The development shall be carried out and retained in accordance with the approved



details.

Reason: To enable the Local Planning Authority to control the development in detail in the interests of amenity of the Grade II Listed Building and to comply with Policy EE1, EE3 and EE4 of the Runnymede 2030 Local Plan and guidance within the NPPF.

9. Landscaping

Notwithstanding the approved plans or any indication given otherwise, prior to any works above ground level full details of hard and soft landscaping scheme (including full details of acoustic boundary treatments) shall be submitted to and approved in writing by the Local Planning Authority

This shall include a 'schedule of undertaking' the proposed works and samples of all hard surfacing, as well as a plan for the long terms management of the landscaped areas.

All approved landscaping details shall be undertaken and completed in accordance with the approved 'schedule of undertaking.'

All approved landscaping works shall be retained in accordance with the approved details. If within a period of five years from the date of planting of any tree or shrub shown on the approved landscaping plan, that tree or shrub, or any tree or shrub planted in replacement for it, is removed, uprooted or destroyed or dies, or becomes seriously damaged or defective, another tree or shrub of the same species and size as that originally planted shall be planted in the immediate vicinity, unless the Local Planning Authority gives its prior written permission to any variation.

Reason: To ensure the development is adequately landscaped and to comply with Policy EE9, EE11 and EE12 of the Runnymede 2030 Local Plan and guidance within the NPPF.

10. BREEAM

Following the practical completion of the relevant building a Post Construction BREEAM Review Certificate showing that the development is on course to meet an at least "Very Good" accreditation shall be submitted to and approved by the Local Planning Authority. Any features that are installed in the development to meet this standard must remain for as long as the development is in existence.

Reason: To ensure sustainable measures are incorporated into the development and to comply with Policy SD8 of the Runnymede 2030 Local Plan and guidance within the NPPF.

11. Drainage verification

Prior to first occupation of the development, a verification report carried out by a qualified drainage engineer must be submitted to and approved by the Local Planning Authority. This must demonstrate that the drainage system has been constructed as per the agreed scheme (or detail any minor variations), provide the details of any management company and state the national grid reference of any key drainage elements (surface water attenuation devices/areas, flow restriction devices and outfalls).

Reason: To ensure the Drainage System is constructed to the National Non-Statutory Technical Standards for SuDS.

12. Proposed Access

Prior to any building within plot 1 and plot 2 respectively hereby approved being brought into first use the modified vehicular accesses to Addlestone Road and/or Hamm Moor Lane (to the plot of the respective building) shall have been constructed and provided with visibility zones in accordance with the approved plans and thereafter the visibility zones shall be kept permanently clear of any obstruction over 0.6m high.

Reason: in the interest of highway safety and to satisfy the Runnymede Local Plan (2030) policies Policy SD3: Active & Sustainable Travel, Policy SD4: Highway Design Considerations, Policy SD5: Infrastructure Provision & Timing, Policy SD7: Sustainable Design.

13. Vehicle parking

Prior to the relevant building hereby approved being brought into first use (on a phased basis or otherwise), details of the car parking allocated to that building shall be submitted to and approved in writing by the Local Planning Authority. The car parking spaces shall be laid in accordance with the approved details prior to the relevant building being brought into first use. Thereafter the parking and turning areas shall be retained and maintained for their designated purposes.

Reason: in the interest of highway safety and to satisfy the Runnymede Local Plan (2030) policies Policy SD3: Active & Sustainable Travel, Policy SD4: Highway Design Considerations, Policy SD5: Infrastructure Provision & Timing, Policy SD7: Sustainable Design.

14. EVC Charging points

Prior to the occupation of the development (on a phased basis or otherwise), details of the proposed electric vehicle charging points (EVCPs), including details of how they will be managed, shall be submitted to and approved in writing by the Local Planning Authority. The approved EVCPs, consisting of 20% active and 80% passive charging points, shall be installed prior to occupation and shall be maintained in accordance with the approved details thereafter.

Active Electric Vehicle Charging point shall have a fast charge socket (current minimum requirements - 7 kw Mode 3 with Type 2 connector - 230v AC 32 Amp single phase dedicated supply).

**Reason:** in the interest of sustainable development and to satisfy the Runnymede Local Plan (2030) policies Policy SD3: Active & Sustainable Travel, Policy SD4: Highway Design Considerations, Policy SD5: Infrastructure Provision & Timing, Policy SD7: Sustainable Design.

15. Scheme to support active travel

Prior to the relevant building hereby approved being brought into first use (on a phased basis or otherwise), full details to support active travel shall be submitted to and approved in writing by the Local Planning Authority. This shall include:

- Details of the secure parking of bicycles within the development site,
- Facilities within the development site for cyclist to change into and out of cyclist equipment / shower,
- Facilities within the development site for cyclists to store cyclist equipment,

The approved arrangements shall be provided before any part of the development is first occupied and shall be permanently maintained thereafter.

Reason: In order to provide adequate bicycle parking and mobility scooter facilities at the site in the interest of reducing reliance on private car travel and ownership.

16. Parking Restrictions

Prior to any of the buildings hereby approved being brought into first use the proposed parking restrictions on Addlestone Road and Hamm Moor Lane and the associated Traffic Regulation Orders shall have been designed and implemented at the applicant's expense, in accordance with a scheme to be submitted to and approved in writing by the Local Planning Authority.

Reason: In the interest of highway safety and to satisfy the Runnymede Local Plan (2030) policies Policy SD3: Active & Sustainable Travel, Policy SD4: Highway Design Considerations, Policy SD5: Infrastructure Provision & Timing, Policy SD7: Sustainable Design.

17. Land Affected by Potential Contamination

(i) Submission of Remediation Scheme

If found to be required no development shall take place until 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 historical environment has been submitted to and approved in writing by the local planning authority. The scheme must include all works to be undertaken, proposed remediation objectives and remediation criteria, an appraisal and remedial options, proposal of the preferred option(s), a 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.

(ii) Implementation of Approved Remediation Scheme

If found to be required, the remediation scheme shall be implemented in accordance with the approved timetable of works. Upon completion of measures identified in the approved remediation scheme, a verification report (validation report) that demonstrates the effectiveness of the remediation carried out must be submitted to the local planning authority.

(iii) Reporting of Unexpected Contamination

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 and once the Local Planning Authority has identified the part of the site affected by the unexpected contamination, development must be halted on that part of the site. An assessment must be undertaken and where remediation is necessary, a remediation scheme, together with a timetable for its implementation must be submitted to and approved in writing by the Local Planning Authority in the form of a Remediation Strategy which follows the .gov.uk LCRM approach. The measures in the approved remediation scheme must then be implemented in accordance with the approved timetable. Following completion of measures identified in the approved remediation scheme, a validation (verification) plan and report must be submitted to and approved in writing by the Local Planning Authority.

Reason: To ensure that risks from land contamination to the future users of the land and neighbouring land are minimised, together with those to controlled waters, property and ecological systems and to ensure that the development can be carried

out safely without unacceptable risks to workers, neighbours and other off-site receptors in accordance with guidance in the NPPF.

**Recommended informatives:**

1. Discharge of conditions application

The applicant(s) are advised that formal agreement with the Local Planning Authority can only be undertaken through an application for the discharge of conditions application. A decision on such applications can take up to 8 weeks. Such timeframes should be taken into account as part of the construction process. This will be longer if applicant(s) wish to submit additional information and/or revisions amendments to overcome issues and concerns raised. The Local Planning Authority will expect agreements to extend the timeframe to consider discharge of conditions application where an applicant wishes to submit additional information and/or revisions amendments. Early engagement and pre-application discussions is encouraged to prevent lengthy delays.

2. Works to the Highway

The permission hereby granted shall not be construed as authority to carry out any works on the highway or any works that may affect a drainage channel/culvert or water course. The applicant is advised that a permit and, potentially, a Section 278 agreement must be obtained from the Highway Authority before any works are carried out on any footway, footpath, carriageway, verge or other land forming part of the highway. All works on the highway will require a permit and an application will need to be submitted to the County Council's Street Works Team up to 3 months in advance of the intended start date, depending on the scale of the works proposed and the classification of the road. Please see <http://www.surreycc.gov.uk/roads-and-transport/road-permits-and-licences/the-traffic-management-permit-scheme>. The applicant is also advised that Consent may be required under Section 23 of the Land Drainage Act 1991. Please see [www.surreycc.gov.uk/people-and-community/emergency-planning-and-community-safety/floodingadvice](http://www.surreycc.gov.uk/people-and-community/emergency-planning-and-community-safety/floodingadvice).

3. Mud/debris on the highway

The developer is reminded that it is an offence to allow materials to be carried from the site and deposited on or damage the highway from uncleaned wheels or badly loaded vehicles. The Highway Authority will seek, wherever possible, to recover any expenses incurred in clearing, cleaning or repairing highway surfaces and prosecutes persistent offenders. (Highways Act 1980 Sections 131, 148, 149). 3) Accommodation works The developer is advised that as part of the detailed design of the highway works required by the above condition(s), the County Highway Authority may require necessary accommodation works to

street lights, road signs, road markings, highway drainage, surface covers, street trees, highway verges, highway surfaces, surface edge restraints and any other street furniture/equipment.

4. Detailed design of the highway

The developer is advised that as part of the detailed design of the highway works required by the above conditions, the County Highway Authority may require necessary accommodation works to street lights, road signs, road markings, highway drainage, surface covers, street trees, highway verges, highway surfaces, surface edge restraints and any other street furniture/equipment.

5. Damage to the highway

The developer is reminded that it is an offence to allow materials to be carried from the site and deposited on or damage the highway from uncleaned wheels or badly loaded vehicles. The Highway Authority will seek, wherever possible, to recover any expenses incurred in clearing, cleaning or repairing highway surfaces and prosecutes persistent offenders. (Highways Act 1980 Sections 131, 148, 149).

6. Construction hours

Noisy construction work (audible outside the site boundary) should be restricted to the following hours: Monday to Friday 8am to 6pm, Saturdays 8am to 1pm. Noisy work is prohibited on Sundays and bank holidays.

7. Landscaping

With reference to condition 9 (landscaping) details submitted shall be based on the Landscape Strategy and illustrative Landscape Master Plan submitted as part of this planning application, the mitigation measures set out in the Noise Assessment prepared by Air and Acoustic Consultants.

The details submitted will need to include:

- A full tree planting plan including detail of planting and schedules,
- Details of irrigation system within the site, including ground type of watering points.
- Hard landscaping plans will include complete paving specification or various pavement elements, including thickness, colour etc.
- Material samples on site should be provided as part of the condition.
- The landscaping proposal need to include reference to the suds/drainage details and the requirements of condition 6 regarding the Landscape and Ecological Management Plan including the sensitive lighting plan.
- Details of the acoustic fences should provide minimum height as specified within the approved site plan; with no gaps or holes in the

barrier, below the barrier or between panels and; with a minimum surface density of 16 kg/m<sup>2</sup>, in order to reduce noise rating levels at the receptors to less than 5 dB above the background sound levels at nighttime

8. Electric vehicle charging

With reference to condition 16 (EVC charging points) It is the responsibility of the developer to ensure that the electricity supply is sufficient to meet future demands and that any power balancing technology is in place if required. Please refer to: <http://www.beama.org.uk/resourceLibrary/beama-guide-to-electric-vehicle-infrastructure.html> for guidance and further information on charging modes and connector types.

With regards to the active points, the proposed method of payment for users should be specified. Additionally, the applicant will need to set out details of how EVCP's will be managed and maintained to meet the needs of intended users. The applicant should also address how parking spaces with EVCP's will be restricted for use by electric vehicles, when and how maintenance of EVCP will be carried out, and what procedures will be put in place to monitor EVCP use and trigger conversion of parking spaces from 'passive' to 'active' EVCP's.

Information regarding EV charging provision, capacity and future-proofing cabling/ducting, including opportunities for network upgrades to accommodate increased demand, should also be provided.

With regards to the passive charging points, a ground level cap should be installed at each location to indicate the location of the cables. It is sometimes necessary to ensure that the passive charge points have their own separate distribution boards.

9. Flues and/or plant equipment

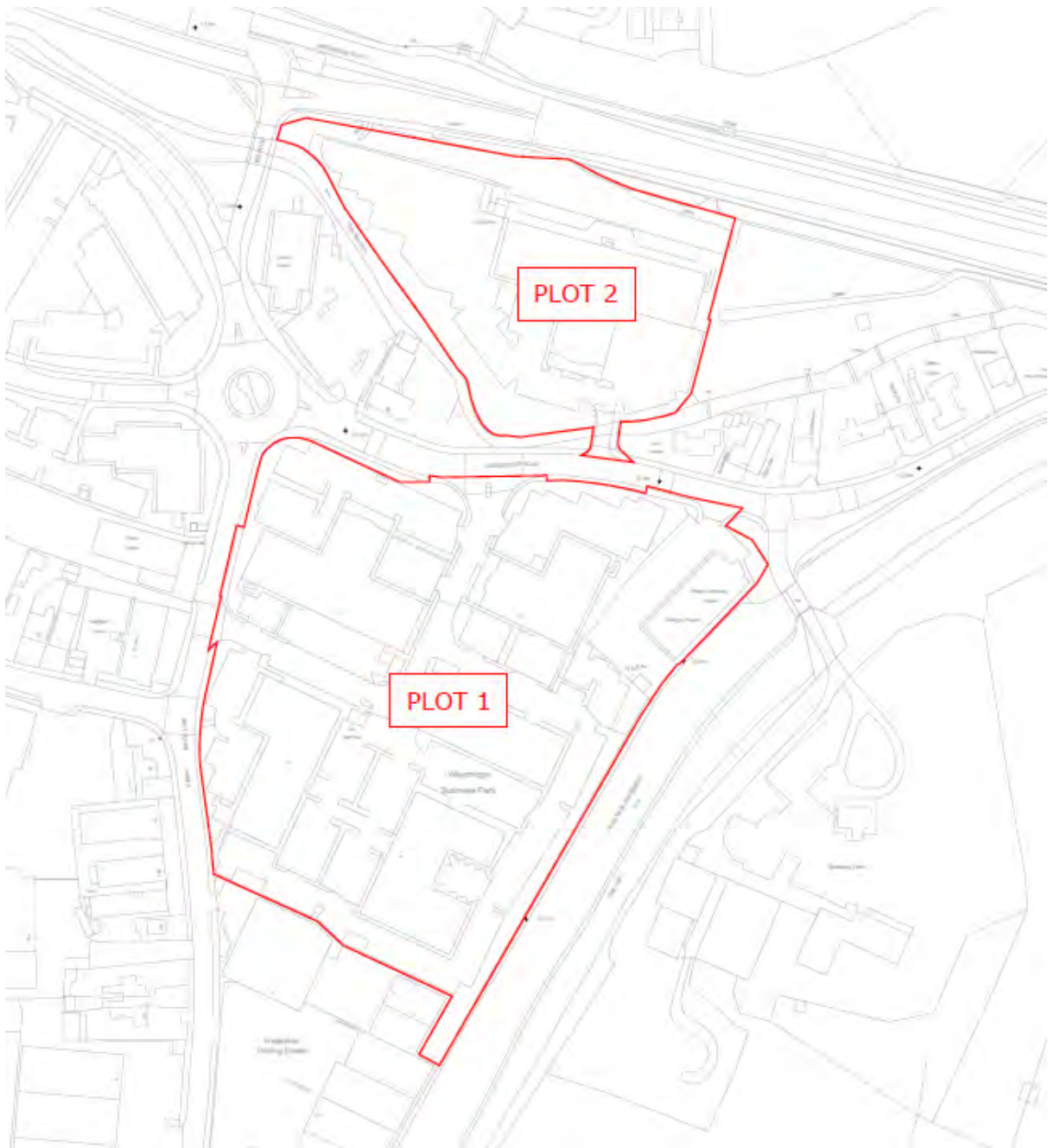
For the avoidance of doubt and for clarification external flues, plant equipment (such as air-conditioning units of otherwise) and/or ducting are operational development which will require separate full planning permission (unless they are considered "de-minimus").

**Recommendation Part B:**

The HoP be authorised to refuse planning permission should the S106 not progress to his satisfaction or if any significant material considerations arise prior to the issuing of the

decision notice that in the opinion of the HoP would warrant refusal of the application. Reasons for refusal relating to any such matter are delegated to the HoP.

**RU.23/1066- Weybridge Business Park: Site Location Plan**

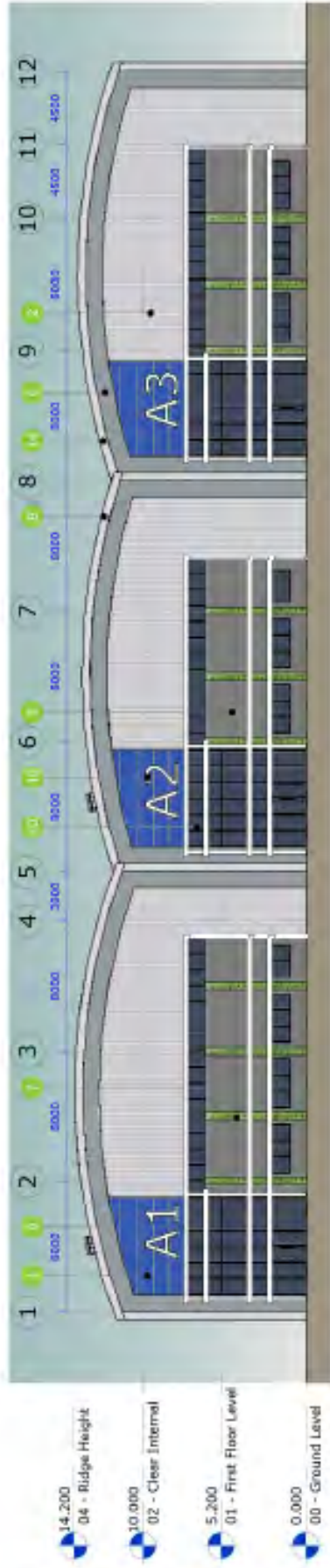




RU.23/1066- Weybridge Business Park: Proposed Site Plan (not to scale)



RU.23/1066- Weybridge Business Park: Proposed Elevations facing Hamm Moor Lane: Block A and B (not to scale)



**RU.23/1066- Weybridge Business Park: Proposed Elevations facing Way Navigation: Block C and D (not to scale)**



**RU.23/1066- Weybridge Business Park: Proposed Front Elevations: Block E (not to scale)**



**Runnymede Borough Council**

**PLANNING COMMITTEE**

**Wednesday 25<sup>th</sup> October 2023 at 6.30 pm**

**A D D E N D U M**

**Item 5a: RU.23/1066: Weybridge Business Park**

Update recommendation as summarised in section 1 of the Committee Report and set out in full in section 11 to the following:

*A. The HoP be authorised to grant planning permission subject to ~~Active Travel England not raising any unresolved objections to the development and the completion of a Section 106 legal agreement under the Town and Country Planning Act 1990 (as amended)~~ and conditions as recommended in section 11 of this report...*

- Active Travel England have responded and not provided any specific comments but instead referred to their Standing Advice Note dated October 2023. The standing advice is based on the provisions of the NPPF and seeks to encourage travel plans, a transport statement and encouragement to use public transport, active travel (including cycle facilities) and highway safety. It is considered that all these matters have been considered in the Committee Report and align with the requirements already contained in Local Plan policies. For the avoidance of doubt highway safety (which includes all highway users, including pedestrians and cyclist) is considered in paras 7.5.8- 7.5.10 and sustainable travel is considered in paras 7.5.14- 7.5.19 of the Committee Report.

Late consultation response

A late response has been received from the National Trust; this can be summarised as follows:

The scheme design represents a significant improvement over the proposals for which planning permission was refused under reference RU.22/0776. In particular, the layout, massing and design of the units alongside the Wey Navigation would be more in keeping with the character and appearance of the Wey Navigation Conservation Area than the previous scheme.

If approved the following issues should be addressed by way of conditions; Lighting (should be kept to a minimum); Trees (existing trees should be retained and additional tree and shrub planting provided and maintained to bolster the screening between the development and the Navigation); External appearance (use of recessive colours to reduce the visual and landscape impact of the buildings as shown in the illustrations submitted); Hours of construction (in the interest of the amenity of the occupiers of the Navigation).

Officers' comments on response from National Trust:

- An ecological light sensitivity plan has been submitted as part of this planning application which shows minimal to no light overspill to the Wey Navigation. Surrey Wildlife Trust in their role as the Council's ecological advisors have advised this is acceptable. Compliance will be secured through condition 6 (Landscape and Ecological Management Plan).
- Matters pertaining to trees have been set out in para 7.2.10- 7.2.13 of the Committee Report. A total of 44 new trees are proposed as part of the landscaping strategy which includes strengthening

the existing retained planting along the eastern boundary with the Wey Navigation. This is secured by way of condition 9 (landscaping).

- Materials will be secured by way of condition 8 (materials) and will be expected to be aligned with those submitted as part of the planning application.
- Hours of construction noise audible from a site boundary are dealt with under separate Environmental Health legislation.

Other points of clarification

- The Committee Report states the site is adjacent to the Green Belt, it should be noted that part of the red line of the site boundary for this planning application (to the north and east of plot 2) is in the Green Belt. However, no development is proposed in the Green Belt. An assessment of whether the proposal is appropriate development in the Green Belt is therefore not required.
- For the avoidance of doubt and as set out in the conclusions section of the Committee Report (see section 10) the proposal is considered in the opinion of officers, subject to the proposed mitigation, including the S106, to overcome the amenity concerns relating to potential for noise and disturbance that were set out in reason for refusal 2 for refused planning application RU.22/0776.

Additional neighbour letters

Since the publication of the Committee Report the following representations have been received:

x1 letters of support has now been received from the Surrey Chamber of Commerce  
 x6 letters of objection have been received from individual addresses. These letters of objection do not raise any further issues which have not already been set out in the Committee Report. These representations include the detailed objections from the local resident’s group, for the avoidance of doubt concerns raised are addressed as follows:

<b>Objection</b>	<b>Where this addressed in the Officers reports</b>
Site Allocation   Change of Use, Noise & Light Pollution	Residents have done an assessment of other surrounding business operations and highlighted that they are not open to the public 24 hours a day. Irrespective of what hours businesses may choose to be open to the public it remains that most of the units within the trading estate do not have any planning conditions which restrict their opening hours. The officer assessment considers the worst-case scenario to ensure suitable mitigation is in place and addressed in para 7.2.16-7.2.23 of the Committee Report.
Pollution   Noise	Para 7.2.16- 7.2.23 of the Committee Report deals with these matters. This includes that the applicant will enter into an operational and delivery service management plan. This will include monitoring noise levels.
Pollution   Air Quality	See para 7.10.2 consideration has been given to potential impact on air quality
Pollution   Light	A lighting overspill plan has been submitted in support of this planning application. This shows any artificial light overspill proposed as part of this planning application. This shows artificial lighting will be directed into the site with limited to no

	overspill. As set out in para 7.8.4 in the Committee Report an ecological lighting assessment has been submitted which shows limited to no lighting overspill to the adjoining waterbodies and the Council's Ecologist have agreed with this assessment.
Negative Impact on Townscape and Overshadowing	The officer assessment on proposed design and townscape is set out in para 7.2.1 – 7.2.15 of the Committee Report. Overshadowing has been considered in section 7.9 of the Committee Report.
Negative Impact on Heritage Asset	This is assessed in section 7.4 of the Committee Report.
Inadequate Assessment and Mitigation of Transport Impact of the Development	See section 7.5 of the Committee Report.
Economic Need Assessment	See para 7.10.5

**Item 5B: RU.23/0357- 2&2A Guildford Road, Chertsey**

Amendments to conditions

27. Affordable Housing

Delete – Not necessary or relevant

29. Sustainable Construction and Demolition – insert title

The development hereby approved shall incorporate the sustainable construction and demolition techniques as set out in the Energy Statement dated 19/08/21.

Reason: To provide a sustainable development and to comply with Policy SD7 of the Runnymede 2030 Local Plan and guidance within the NPPF.

**Item 5c: RU.23/0833- Crown House, High Street, Egham**

Additional consultation response

RBC Heritage Consultant- the amended proposal is still considered to preserve the character and appearance of Egham Town Centre Conversation Area. No objection subject to conditions requiring details of materials and landscaping to be submitted and approved.

Amendment to Condition 3

External Materials (details required)

Before the above ground construction of the development hereby permitted is commenced, details of the materials to be used in the external elevations (including wall and roof materials, lintels, fascias, and rainwater goods, including finish colour) shall be submitted to

and approved by the Local Planning Authority and no variations in such materials when approved.

Details shall also include a schedule of drawings that show details of proposed windows, rooflights and doors in section and elevation at scales between 1:20 and 1:1 as appropriate, showing details of glazing type, framing, glazing bars, cills, ironmongery, and finish colour shall be submitted to and approved in writing by the Local Planning Authority.

Works shall be implemented in accordance with the approved details and shall be permanently maintained as such.

Reason: To ensure high quality design and no harm to the Egham Conservation Area or Listed Buildings and to comply with Policy EE1, EE4 and EE5 of the Runnymede 2030 Local Plan and guidance within the NPPF.

#### **Item 5d: RU.23/0568- Lilypond Farm, Longcross Road, Chertsey**

##### Additional conditions

##### Site Waste Management Plan

Prior to the commencement of any development (including demolition), a Site Waste Management Plan for the demolition and excavation spoil shall be submitted to and approved in writing by the Local Planning Authority. All waste material must be recycled or disposed of in accordance with the Site Waste Management Plan thereby approved.

Reason: To achieve sustainable development and to comply with Policies SD7 and EE2 of the Runnymede 2030 Local Plan and guidance in the NPPF.

##### Additional Informative

The applicant is advised that should it be proposed for waste material to be used elsewhere on site, this may constitute an engineering operation requiring planning permission and that a separate application would be required for this.

##### Correction of paragraph 7.13

It is set out in the table within paragraph 7.13 of the Officer Report and on page 108 of the agenda that an area of 200sqm is being removed from the site. This is not correct, and the existing building to be removed has a footprint of 170sqm. Notwithstanding, it is still correct that the proposed buildings, taking into account the removal of this existing building, have a lesser footprint than the three buildings that could otherwise be implemented under the 1992 permission. The Section 106 agreement which prevents the buildings approved under the 1992 permission from being built should the proposed development be implemented (and vice versa) has also now been completed.



**Runnymede Borough Council****Planning Committee****Wednesday, 27 September 2023 at 6.30 pm**

Members of the Committee present: Councillors P Snow (Vice-Chairman), A Balkan, T Burton, T Gates, E Gill, S Jenkins, A King, C Mann, M Nuti, M Singh, S Whyte and J Wilson.

Members of the Committee absent: Councillors M Willingale (Chairman), V Cunningham and C Howorth.

In attendance: Councillors J Hulley.

**20 Minutes**

The minutes of the meeting held on 6 September 2023 were confirmed and signed as a correct record.

**21 Apologies for Absence**

Apologies were received from Cllrs Willingale (Chair), Cunningham and Howorth.

**22 Declarations of Interest**

No declarations of interest were made.

**22a RU.23/0544 - The Field Nursery, Brox Lane, Ottershaw, KT16 0LL**

*Proposal: Construction of 13no. houses and 6no. apartments with associated parking, garages, landscaping, and open space, following the demolition of the existing buildings on site.*

Several committee members expressed concern about access issues to the site, the potential damage to the lane and the safety concerns for walkers and cyclists. The prospect of legal action by residents to prevent access to the site was noted.

The Head of Planning acknowledged that the dispute was residents was unfortunate, but added that any legal recourse would be a civil matter and not a planning consideration. Any successful civil action by the residents would result in the developer having to access the site by other means and this course of action did not hold any planning weight.

Responding to suggestions from committee members to defer the application or request a review of the access road by Surrey County Council to allow time to resolve the matter, the Head of Planning emphasised that a deferral for this reason would not be for a material planning reason and both suggestions were discounted.

Furthermore, attention was drawn to the addendum, which as a sign of good faith by the developer pledged to undertake a condition survey of Brox Lane and make good any harm, whilst in the event of the application being approved, the surety of planning permission would aid any potential legal discussions.

The Head of Planning agreed to pass on the committee's wishes that the developer and residents continue discussions to try and find an amicable solution.

Responding to a question about drainage, the Development Manager advised that

amended plans had been submitted and the site would benefit from run-off flows close to greenfield run-off rates, whilst a condition was in place around verification to ensure the drainage scheme had been implemented in accordance with the plan.

Surrey Wildlife Trust had made clear that a sensitive lighting scheme needed to be in place, and a condition remained in place that they would have to be consulted on the final lighting scheme.

In response to a question about the hedgerow breakthrough, the Development Manager emphasised the importance of maintaining the character and appearance of the area, and whilst the landscaping scheme was still to be completed, officers did not consider it a risk. Furthermore, it would be unreasonable to guarantee landscaping in perpetuity, but the condition would ensure it was maintained in the short to medium term.

Responding to a member suggestion to restrict the number of dwellings until after the completion of work on the A320, the Head of Planning advised that the proposed development was relatively modest in size and the A320 work should be completed in advance of occupation, therefore imposing any conditions would not be reasonable or necessary.

**Resolved that –**

**The HoP was authorised to grant planning permission subject to:**

- i. Completion of a Section 106 legal agreement**
- ii. Planning conditions 1-15**
- iii. Addendum notes**

Mr Jim Nichol, an objector, and Mr Wesley McCarthy, agent for the applicant, addressed the Committee on this application.

**22b RU.23/0510 - Padd Farm, Hurst Lane, Egham, TW20 8QJ**

*Proposal: Change of use of the land to a corporate headquarters for a scaffolding and access company (Sui Generis) including an office, training centre, fabrication bay, workshop, and employee accommodation, following the demolition of all but 3 of the existing buildings on site and the erection of 2 new buildings. The removal of existing hardstanding and the re-use of existing hardstanding for storage and parking. The returning of the remainder of the site to greenspace. (Part Retrospective)*

Several committee members thanked officers and the applicant for getting an application to this stage, as the site had been abused green belt land for a prolonged period of time.

The Head of Planning praised the applicant, who had taken the time to understand the lessons learnt from previous applications and utilised conditions and legal agreements to avoid the risk of spreading across the site. Additionally, officer concerns on previous applications centred around the lack of reduction in overall storage space, which was undefined and threatened to spill across the site, whereas the current application had limited the potential volumatic impact of the storage, which officers felt tipped the balance and ensured that the benefits outweighed the harm.

The Head of Planning confirmed that environmental health had not recommended a condition restricting the hours of business on the site on the basis that there was a reasonable amount of separation from residential properties, whilst the background noise assessment had stated that when in operation the increase in noise only equated to around 2DB. Furthermore the highways authority had considered the proposed increase in HGV movements and did not expect it to be significant, even based on the worst case scenario.

In response to a member's question the Head of Planning confirmed that any failure to undertake the work identified in the S106 agreement would cause a planning issue and be an enforceable position, whilst the contents of the S106 agreement would define what could be used for business purposes and what could be used for open space.

A Committee member welcome the boundary protection, and responding to queries about the potential need for a TPO along the green corridor of Hurst Lane, the Head of Planning considered it very unlikely that the applicant would remove any trees as it would open them up to complaints from residents, and strongly encouraged the applicant to retain the vegetation on the site.

Responding to a query about whether approving the application could set a precedent and lead to further planning applications on the site the committee would struggle to turn down, the Head of Planning advised that each application would be judged on its own merits.

A ward member thanked officers and the applicant, who had engaged positively with the community with a desire to see Padd Farm and Hurst Lane changed for the better, and highlighted a resident's view that it would the proposal would enhance the area and bring about economic benefits.

**Resolved that –**

**The HoP was authorised to grant planning permission subject to:**

- i. Completion of a Section 106 legal agreement**
- ii. Updated ecological assessment**
- iii. Planning conditions 1-24**
- iv. Addendum notes**

**22c RU.23/0974 - 72 Spring Rise, Egham, TW20 9PS**

The application was withdrawn from the agenda by the agent. As such it was not considered by the committee.

**22d RU.23/0251 - 118 Guildford Street, Chertsey, Surrey, KT16 9AH (Planning Application)**

*Proposal: Erection of an additional floor and internal renovations to provide 5no. x2 bedroom flats and rear balconies and retaining a commercial space of 66 sqm on the ground floor, following the demolition of the first floor and parapet portion of rear wall.*

**Resolved that**

**The HoP was authorised to grant planning permission subject to:**

- i. Planning conditions 1-12**
- ii. Informatives 1-7**

**22e RU.23/0253 - 118 Guildford Street, Chertsey, KT16 9AH (Listed Building Consent)**

*Proposal: Listed building consent.*

**Resolved that**

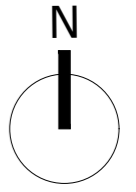
**The HoP was authorised to grant listed building consent subject to:**

- i. Planning conditions 1-4**
- ii. Informative 1**

(The meeting ended at 7.40 pm.)

Chairman

- NOTES:
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  3. This drawing should be read in conjunction with all other relevant drawings and specifications.



Key	
<span style="color: red;">—</span>	- Site Boundary (9.2 Ac. / 3.72 Ha.)
<span style="color: red;">—</span>	Plot 1 (6.5 Ac. / 2.64 Ha.)
<span style="color: red;">—</span>	Plot 2 (2.7 Ac. / 1.08 Ha.)



**Proposed Location Plan**  
(Scale 1:1250)



**PLANNING ISSUE**

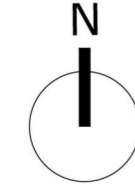
P01	EM	SJP	SJP	31/05/23
First issue				
Rev	Drawn By:	Checked By:	Approved By:	Date:
Amendments				
Project: Bridge, Weybridge				
Title: Site Location Plan				
Drawing Number:				
Identification / Location:		Sheet Number:		
Project Code:	Originator Code:	Mid / Zone:	Level:	Type:
WEYB	BED	ST	ZZ	DR
				Role:
				Number:
				6000
Rev Description:	Status Code:	Model Ref:	Rev No:	
Preliminary	S0	N/A	P01	
Scale:	Sheet:	Discipline:	BED Project Number:	
1:1250	A1	Architectural	NWK 230040	
Client:				

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Schedule of Accommodation		
Unit	Ft2	m2
<b>Unit A1</b>		
Warehouse Area	9,924	922
Ground Floor Core	775	72
First Floor Office	2,562	238
<b>TOTAL</b>	<b>13,261</b>	<b>1,232</b>
<b>Unit A2</b>		
Warehouse Area	6,544	608
Ground Floor Core	732	68
First Floor Office	2,239	208
<b>TOTAL</b>	<b>9,515</b>	<b>884</b>
<b>Unit A3</b>		
Warehouse Area	5,490	510
Ground Floor Core	732	68
First Floor Office	2,239	208
<b>TOTAL</b>	<b>8,461</b>	<b>786</b>
<b>TOTAL (Unit A GEA)</b>	<b>28,266</b>	<b>2,626</b>
<b>TOTAL (Unit A GIA)</b>	<b>26,641</b>	<b>2,475</b>
<b>Unit B1</b>		
Warehouse Area	13,433	1,248
Ground Floor Office	1,787	166
First Floor Office	1,464	136
<b>TOTAL</b>	<b>15,220</b>	<b>1,414</b>
<b>Unit B2</b>		
Warehouse Area	12,701	1,180
Ground Floor Core	732	68
First Floor Office	1,873	174
<b>TOTAL</b>	<b>15,306</b>	<b>1,422</b>
<b>TOTAL (Unit B GEA)</b>	<b>30,526</b>	<b>2,836</b>
<b>TOTAL (Unit B GIA)</b>	<b>29,235</b>	<b>2,716</b>
<b>Unit C1</b>		
Warehouse Area	10,430	969
Ground Floor Core	732	68
First Floor Office	1,464	136
<b>TOTAL</b>	<b>12,626</b>	<b>1,173</b>
<b>Unit C2</b>		
Warehouse Area	10,430	969
Ground Floor Core	732	68
First Floor Office	1,464	136
<b>TOTAL</b>	<b>12,626</b>	<b>1,173</b>
<b>TOTAL (Unit C GEA)</b>	<b>25,252</b>	<b>2,346</b>
<b>TOTAL (Unit C GIA)</b>	<b>24,068</b>	<b>2,236</b>
<b>Unit D1</b>		
Warehouse Area	20,677	1,921
Ground Floor Core	775	72
Ground Floor Enclosed Fire Escape Core	205	19
First Floor Office	3,563	331
<b>TOTAL</b>	<b>25,220</b>	<b>2,343</b>
<b>Unit D2</b>		
Warehouse Area	24,692	2,294
Ground Floor Core	732	68
Ground Floor Enclosed Fire Escape Core	183	17
First Floor Office	3,208	298
<b>TOTAL</b>	<b>28,815</b>	<b>2,677</b>
<b>TOTAL (Unit D GEA)</b>	<b>54,035</b>	<b>5,020</b>
<b>TOTAL (Unit D GIA)</b>	<b>51,838</b>	<b>4,816</b>
<b>Unit E1</b>		
Warehouse Area	14,962	1,390
Ground Floor Core	775	72
Ground Floor Enclosed Fire Escape Core	172	16
First Floor Office	2,056	191
First Floor Mezzanine	2,379	221
<b>TOTAL</b>	<b>20,344</b>	<b>1,890</b>
<b>Unit E2</b>		
Warehouse Area	16,813	1,562
Ground Floor Core	775	72
Ground Floor Enclosed Fire Escape Core	205	19
First Floor Office	2,314	215
First Floor Mezzanine	1,970	183
<b>TOTAL</b>	<b>22,077</b>	<b>2,051</b>
<b>TOTAL (Unit E GEA)</b>	<b>42,421</b>	<b>3,941</b>
<b>TOTAL (Unit E GIA)</b>	<b>40,417</b>	<b>3,755</b>
PLOT 1 DENSITY	48.6%	
PLOT 2 DENSITY	36.3%	
<b>TOTAL (OVERALL GEA)</b>	<b>180,500</b>	<b>16,769</b>
<b>TOTAL (OVERALL GIA)</b>	<b>172,199</b>	<b>15,998</b>

**KEY**  
 Site Boundary: [Red line]  
 Acoustic Fence (2m): [Orange line]  
 Acoustic Fence (3.5m): [Green line]  
 Acoustic Fence (4.5m): [Blue line]  
 Security Fence: [Black line]

**Car Parking**  
 Calculations based on Runnymede Borough Council Parking Guidance 2022

**Plot 1**  
 107 car parking spaces (Inc 17 acc. & 20% EV)

**Plot 2**  
 48 car parking spaces (Inc 4 acc. & 20% EV)

**Clear Internal Heights**  
 12m Clear - Units D1 - D2  
 10m Clear - All other units

Proposed Site Plan  
 (Scale 1:500)



PLANNING ISSUE

Rev	Description	Drawn By	Checked By	Approved By	Date
P05	TR	SJP	SJP		17/07/23
Project name updated					
P04	EM	SJP	SJP		14/07/23
Additional acoustic fences added, amenity spaces updated, schedule updated in line with building updates					
P03	EM	SJP	SJP		29/06/23
Parking and Access doors revised Amenity space updated					
P02	RB	SJP	SJP		23/06/23
Unit C relocated. Unit D layout amended.					
P01	EM	SJP	SJP		07/06/23
First issue					

Project: Bridge Point Weybridge					
Title: Proposed Site Plan					
Drawing Number: [Blank]					
Identification / Location: [Blank]					
Project Code:	Originator Code:	Vol / Zone:	Level:	Type:	Role:
WEYB	BED	ST	ZZ	DR	A
Sheet Number: 6010					
Rev Description:	Status Code:	Model Ref:	Rev No:		
Preliminary	S0	N/A	P05		
Scale:	Sheet:	Discipline:	BE Design Project Number:		
1:500	A1	Architectural	NWK 230040		
Client: [Blank]					

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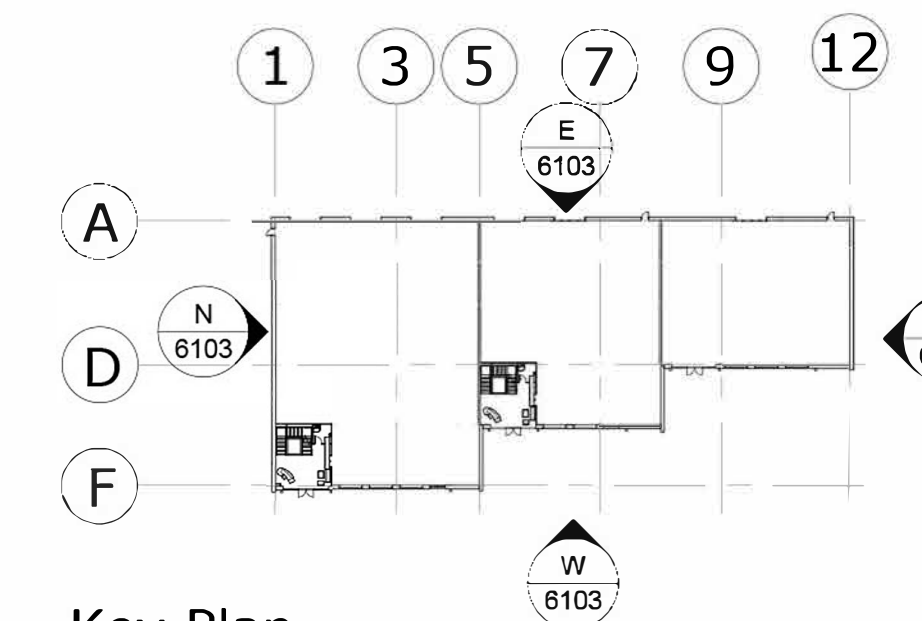
**BE**  
 sustainable placemaking



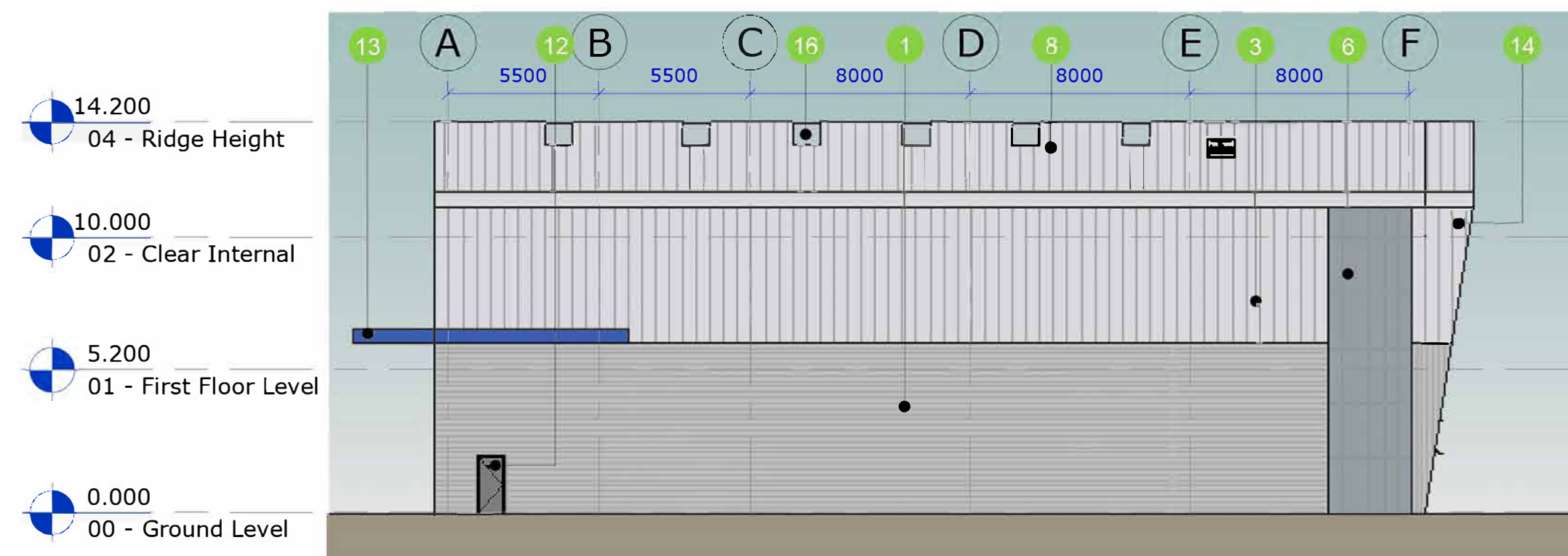
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Schedule of Materials:

1	Trapezoidal horizontally laid cladding
3	Trapezoidal vertically laid cladding
3	Trisobuild seam vertically laid cladding
4	Flat horizontally laid feature cladding 1
3	Flat horizontally laid feature cladding 2
6	Rodeca cladding
3	Vertical creepers
8	Profiled roof cladding system
3	Brise soleil
10	Curtain wall system
11	Level access
13	Personnel door
17	Level access door canopy
18	Canopy projection over office area
19	Cantilevered balcony
16	Translucent rooflight - 10%
17	Roof access hatch
13	Unit signage



Key Plan  
Scale 1 : 1000



Proposed North Elevation  
Scale 1 : 200



Proposed East Elevation  
Scale 1 : 200



Proposed South Elevation  
Scale 1 : 200



Proposed West Elevation  
Scale 1 : 200

P03	EM	SJP	SJP	14/07/23
Elevations updated in line with building plans				
P02	EM	SJP	SJP	06/07/23
Elevations and level heads updated				
P01	EM	SJP	SJP	05/07/23
First Issue				
Rev	Drawn By:	Checked By:	Approved By:	Date:
Amendments				

Project:  
**Bridge Point Weybridge**

Title:  
**Unit A Proposed Elevations**

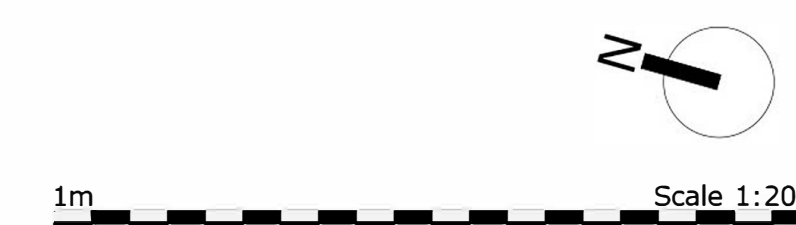
Drawing Number:  
 WEYB BED Z1 EL DR A 6103

Project Code: Originator / Vol / Code: Level: Type: Role: Number:  
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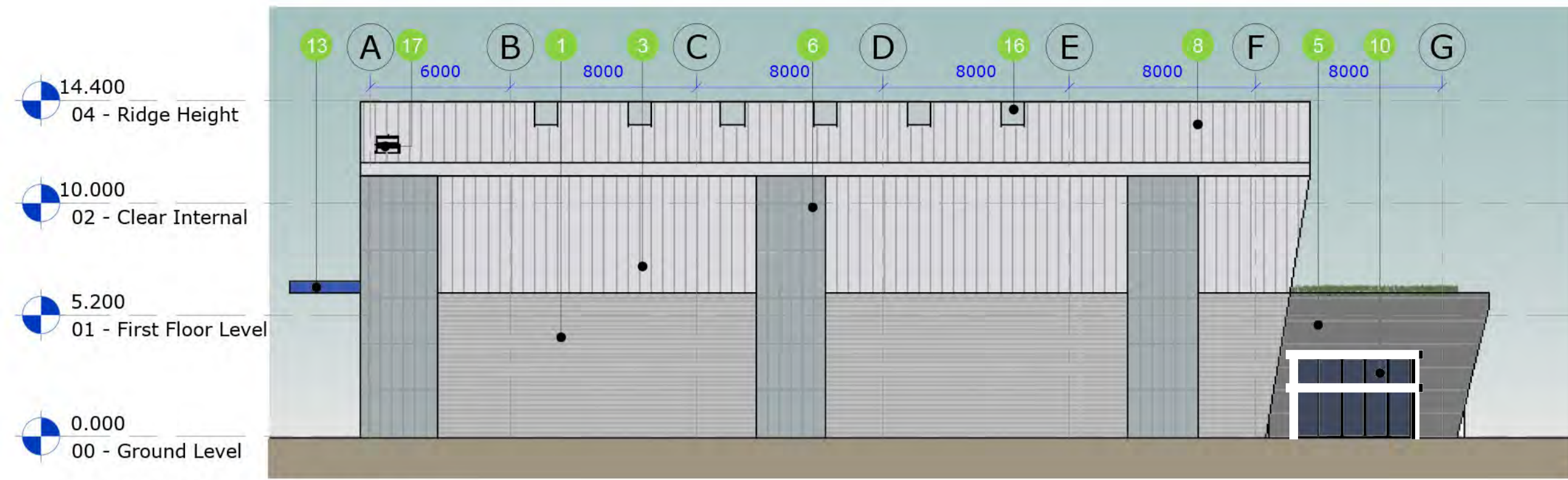
Rev Description: Status Code: Model Ref: Rev No:  
 Preliminary SO 0001 P03

Scale: 1:200 Sheet: A1 Discipline: Architectural BED Project Number:  
 Client: NWK 230040

PLANNING ISSUE



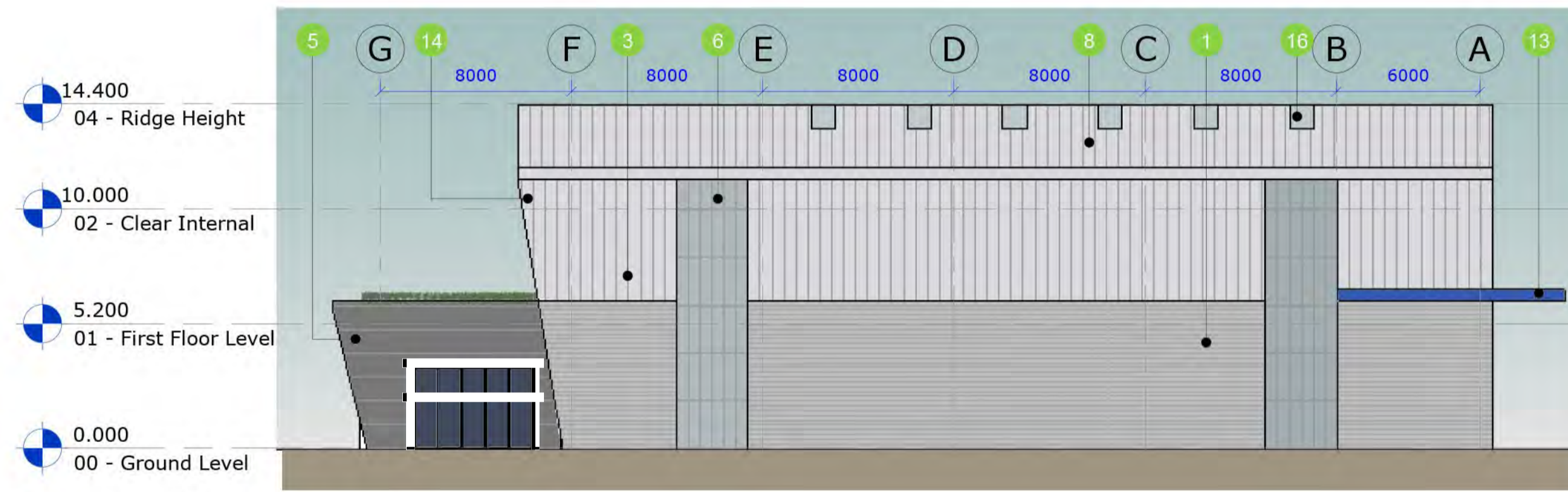




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Scale 1 : 200



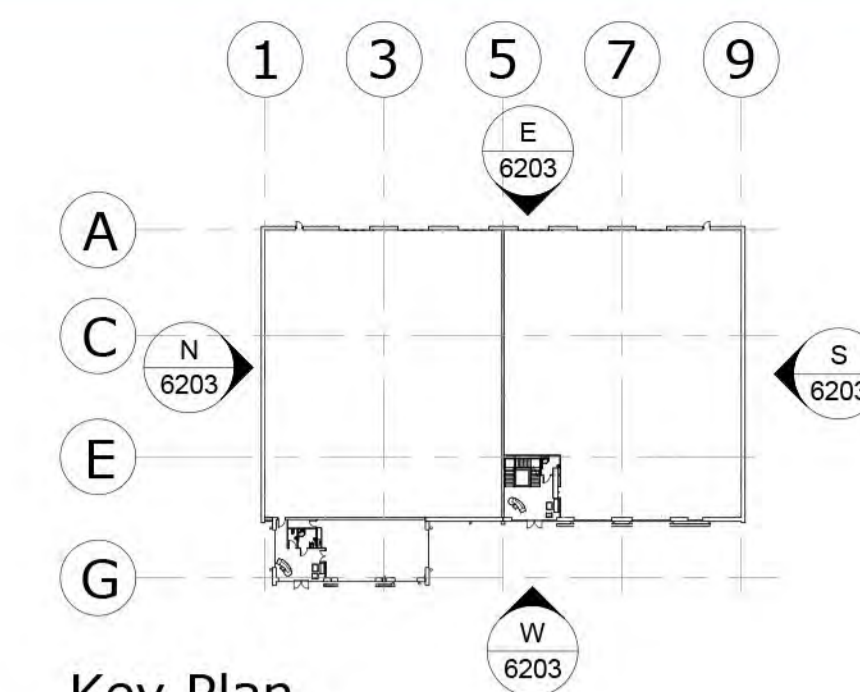
**Proposed East Elevation**  
Scale 1 : 200



**Proposed South Elevation**  
Scale 1 : 200



**Proposed West Elevation**  
Scale 1 : 200



**Key Plan**  
Scale 1 : 1000

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5	Flat horizontally laid feature cladding 2
6	Rodeca cladding
7	Vertical creepers
8	Profiled roof cladding system
9	Brise soleil
10	Curtain wall system
11	Level access
12	Personnel door
13	Level access door canopy
14	Canopy projection over office area
15	Cantilevered balcony
16	Translucent rooflight - 10%
17	Roof access hatch
18	Unit signage

P03	EM	SJP	SJP	14/07/23
	Additional window & brise soleil added in B1 office			
P02	EM	SJP	SJP	06/07/23
	Elevations and level heads updated			
P01	EM	SJP	SJP	05/07/23
	First issue			
Rev	Drawn By:	Checked By:	Approved By:	Date:
Amendments				

**Project:** Bridge Point Weybridge

**Title:** Unit B Proposed Elevations

Identification / Location:	Sheet Number:
Project Code: (Originator) / Vol / Code:	Level: Type: Roles: Number:
WEYB BED Z2 EL DR A	6203

Rev Description: Preliminary Status Code: SO Model Ref: 0002 Rev No: P03

Scale: 1:200 Sheet: A1 Discipline: Architectural BED Project Number: NWK 230040

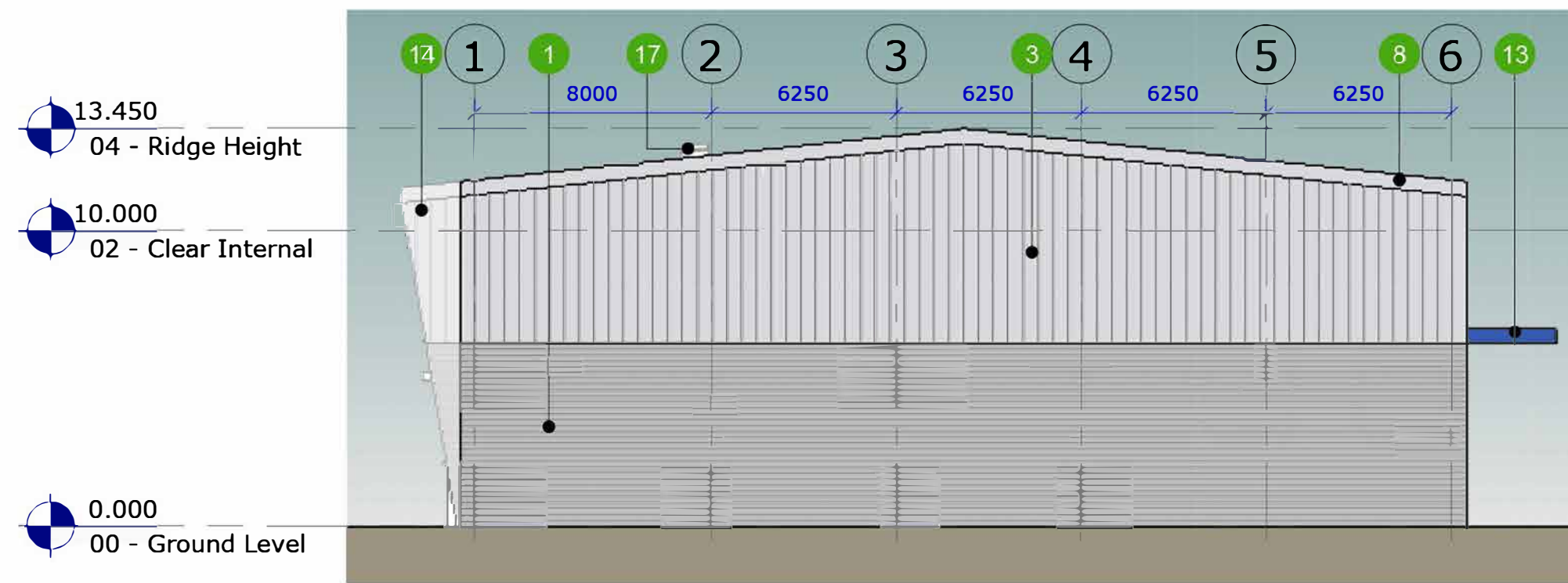
Client:

PLANNING ISSUE



**BRIDGE**

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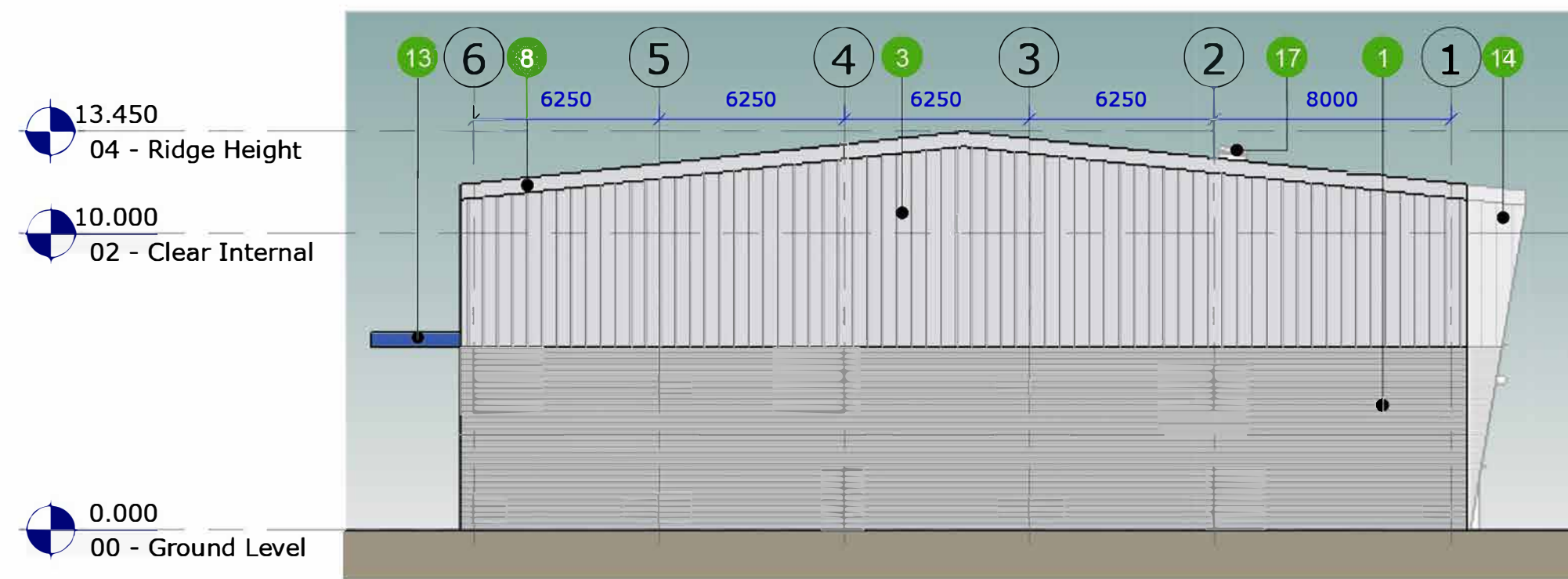


Proposed North Elevation  
Scale 1 : 200

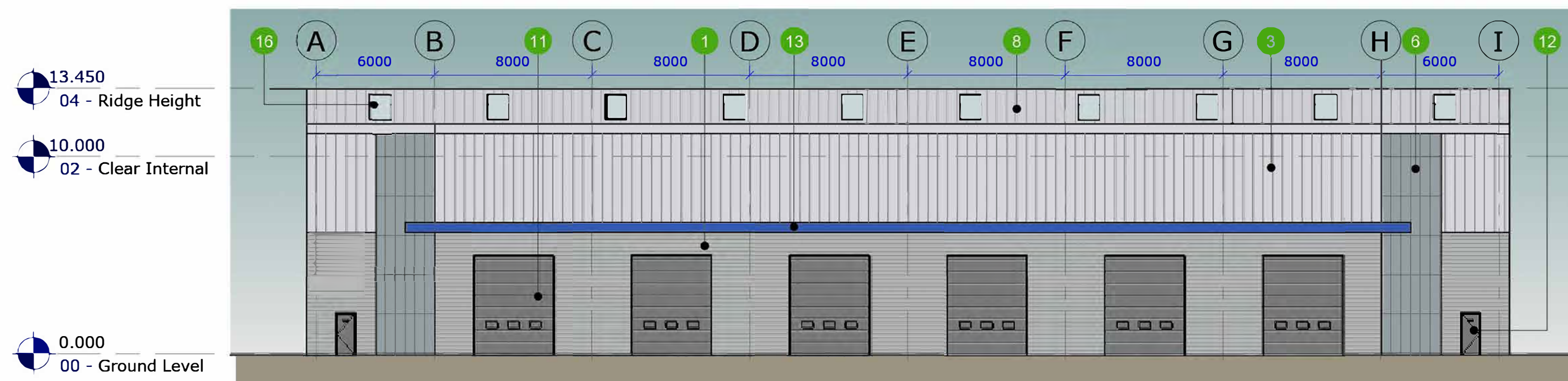


Proposed East Elevation  
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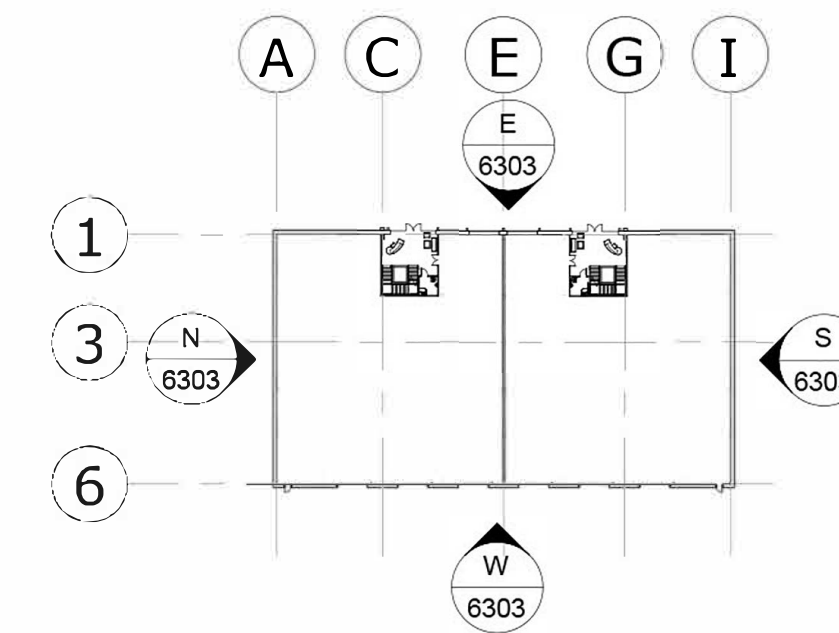
6. A elevations



Proposed South Elevation  
Scale 1 : 200



Proposed West Elevation  
Scale 1 : 200



Key Plan  
Scale 1 : 1000

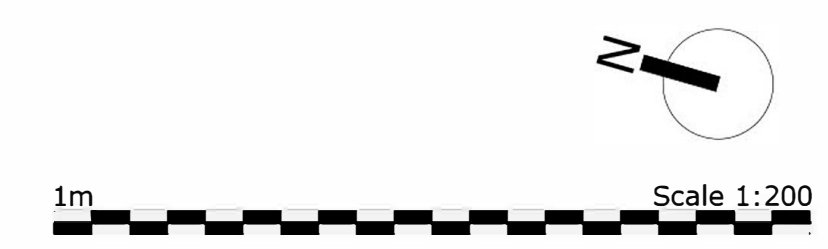
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- Schedule of Materials:
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  - 3 Trisobuild seam vertically laid cladding
  - 4 Flat horizontally laid feature cladding 1
  - 5 Flat horizontally laid feature cladding 2
  - 6 Rodeca cladding
  - 7 Green wall
  - 8 Profiled roof cladding system
  - 9 Brise soleil
  - 10 Curtain wall system
  - 11 Level access
  - 12 Personnel door
  - 13 Level access door canopy
  - 14 Canopy projection over office area
  - 15 Cantilevered balcony
  - 16 Translucent rooflight - 10%
  - 17 Roof access hatch
  - 18 Unit signage

P04	TR	SJP	SJP	17/07/23
Project name updated				
P03	EM	SJP	SJP	14/07/23
Elevations updated in line with building plans				
P02	EM	SJP	SJP	06/07/23
Elevations and level heads updated				
P01	EM	SJP	SJP	05/07/23
First issue				
Rev	Drawn By:	Checked By:	Approved By:	Date:
Amendments				

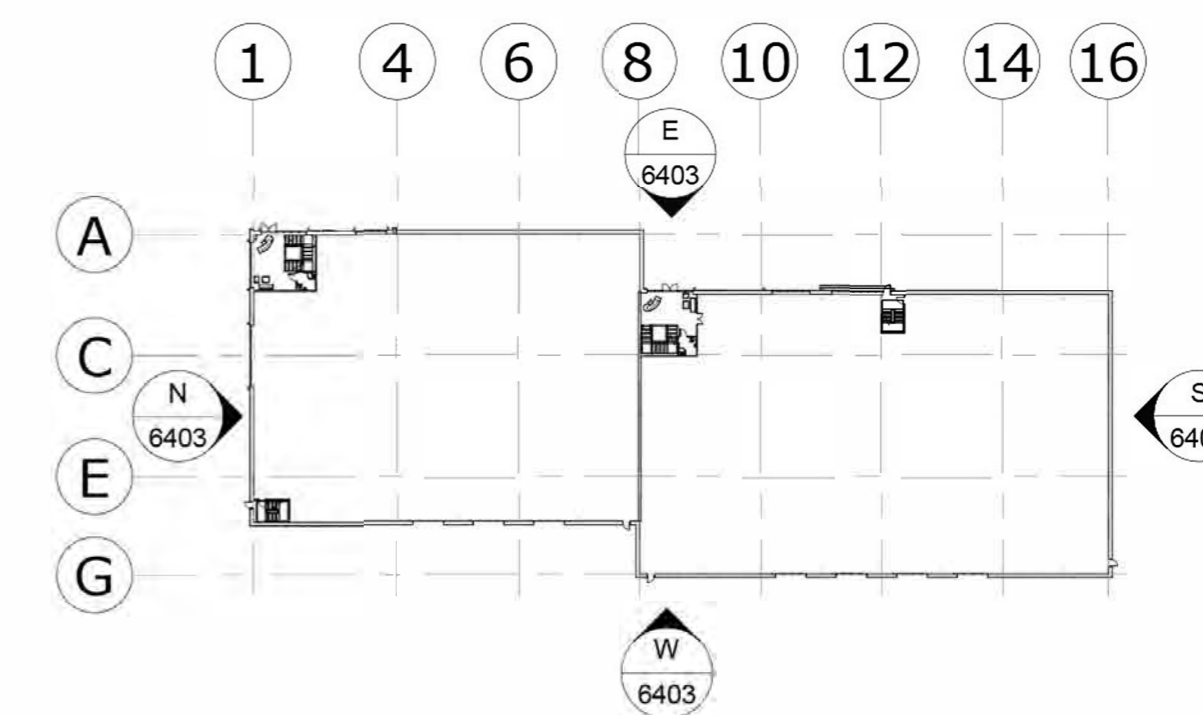
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PLANNING ISSUE





Proposed North Elevation  
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Key Plan  
 Scale 1 : 1000

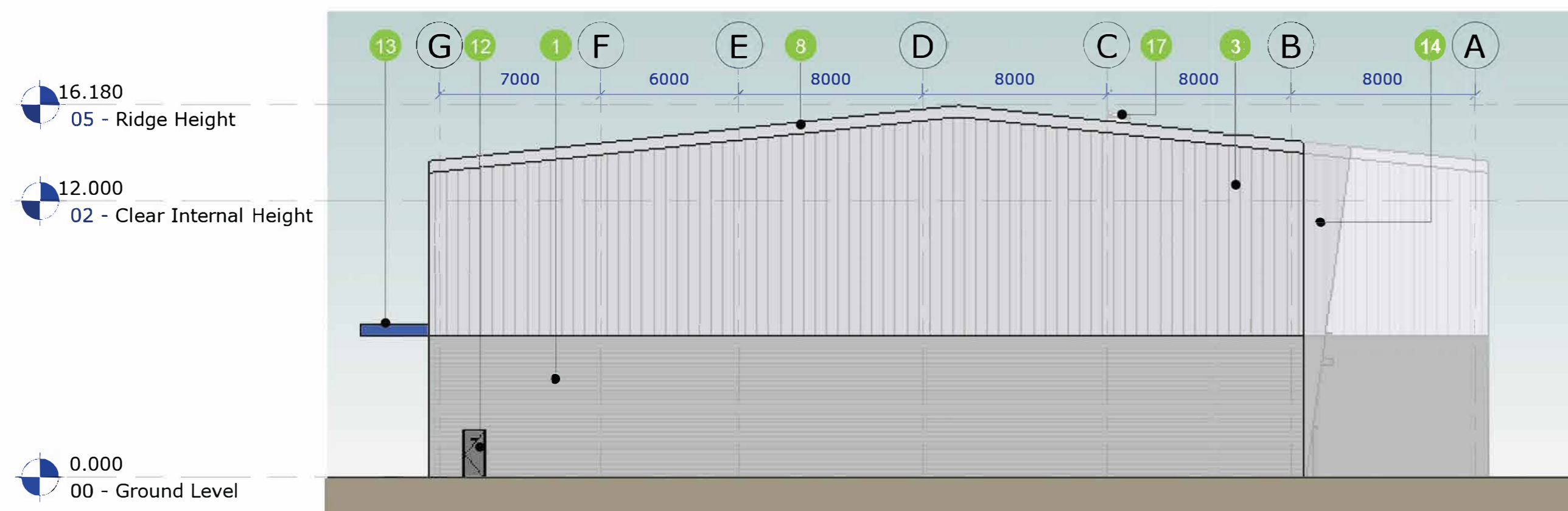
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Proposed East Elevation  
 Scale 1 : 200



Proposed South Elevation  
 Scale 1 : 200



Proposed West Elevation  
 Scale 1 : 200



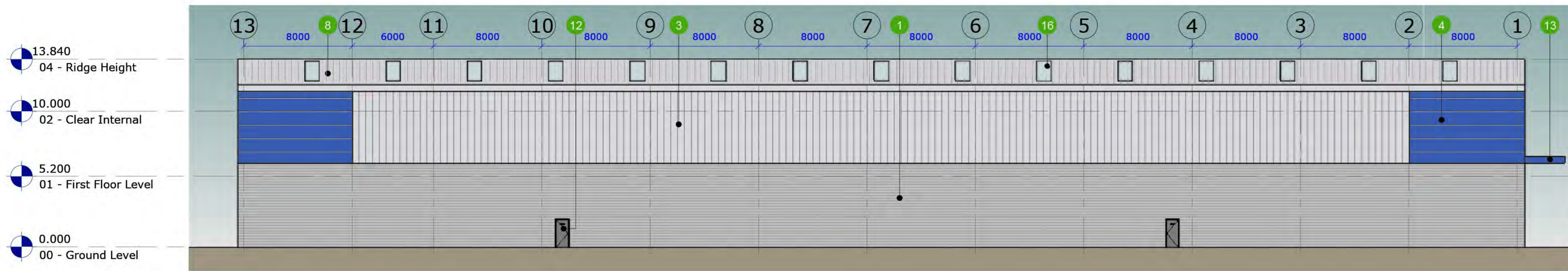
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PLANNING ISSUE

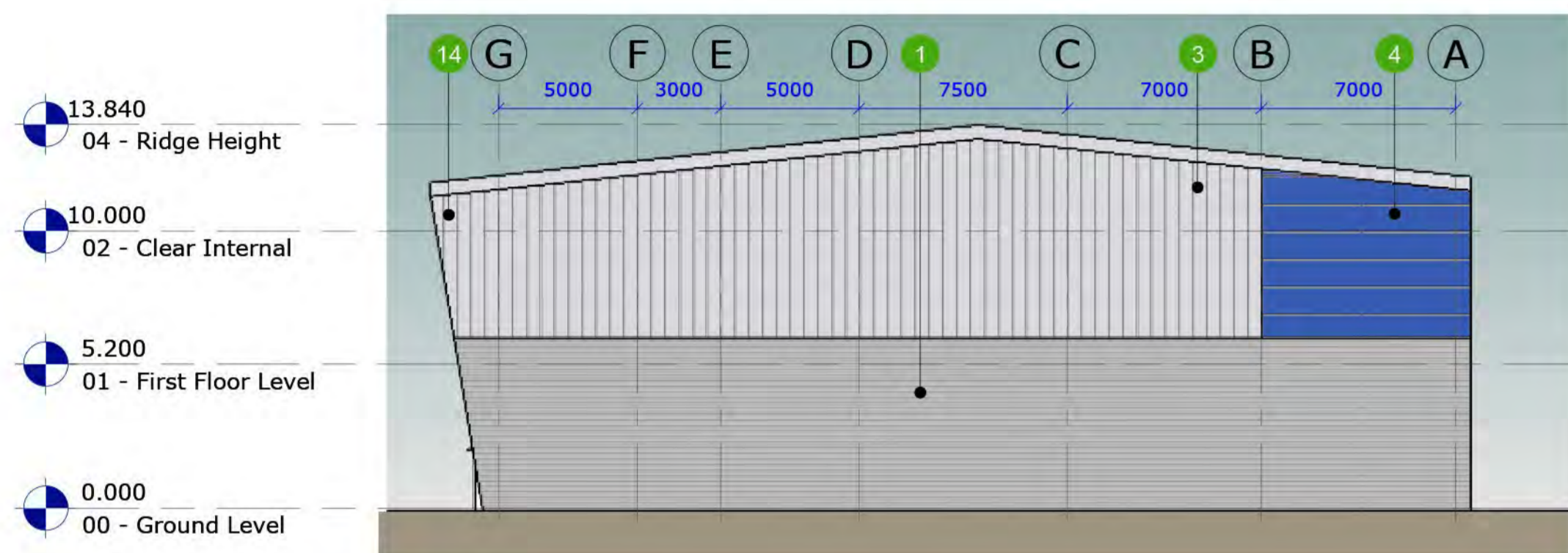


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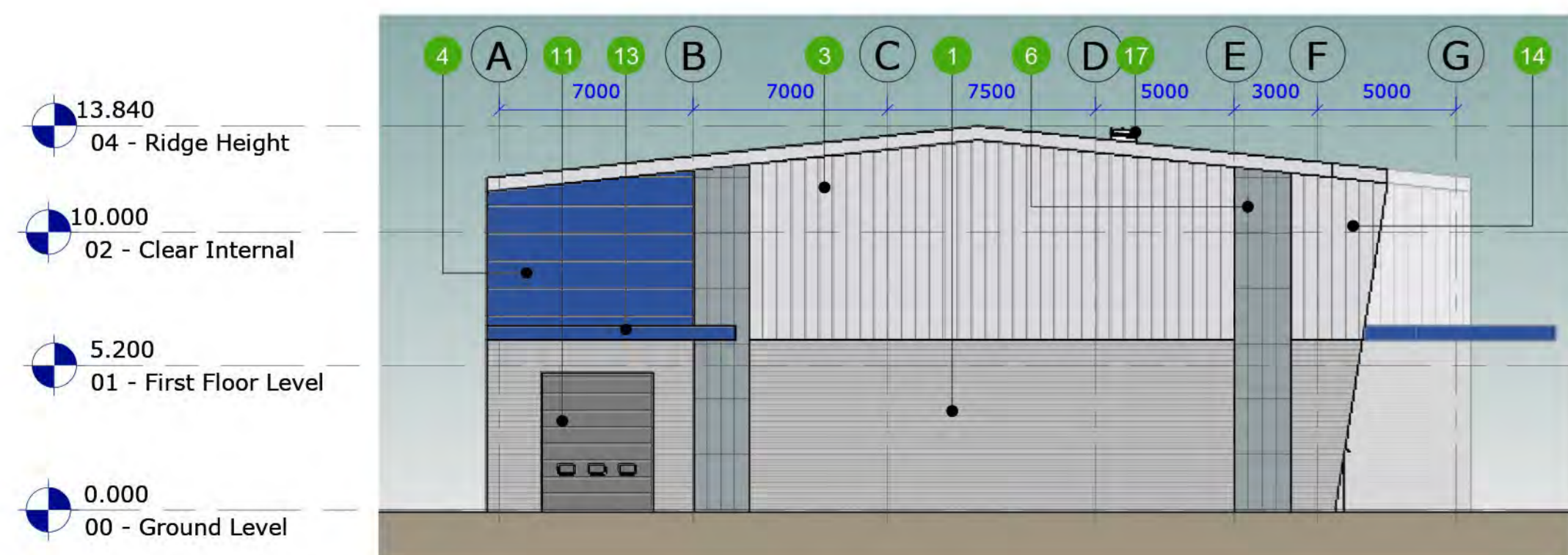
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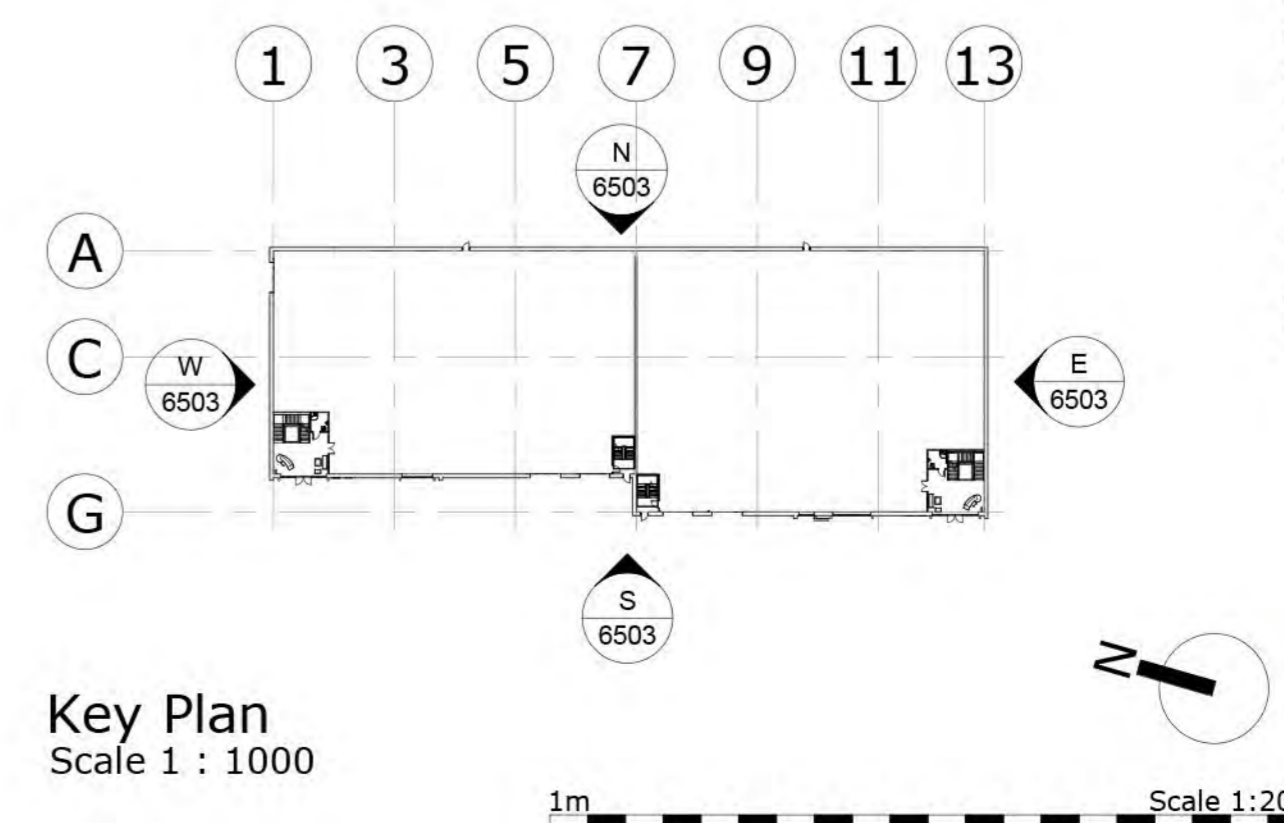
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Proposed South Elevation  
Scale 1 : 200



Proposed West Elevation  
Scale 1 : 200



Key Plan  
Scale 1 : 1000

P04	TR	SJP	SJP	17/07/23
Project name updated				
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Elevations and level heads updated				
P01	EM	SJP	SJP	05/07/23
First issue				

Rev	Drawn By:	Checked By:	Approved By:	Date:
Amendments				

Project:  
**Bridge Point Weybridge**

Title:  
**Unit E Proposed Elevations**

Drawing Number:	Sheet Number:
WEYB	6503
Project Code:	Level:
BED	EL
Zone:	Role:
Z5	DR
Code:	Number:
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Rev Description:	Status Code:	Model Ref:	Rev No:
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PLANNING ISSUE





Hamm Moor Lane Elevation  
Scale: 1:250



West Elevation Scale: 1:250



Adlestone Road Elevation  
Scale 1 : 250



# Parking Strategy

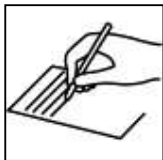
## Surrey Transport Plan

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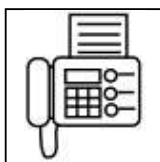
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Strategy Group (Room 420)  
Environment & Infrastructure Directorate  
County Hall  
Kingston upon Thames  
Surrey KT1 2DN



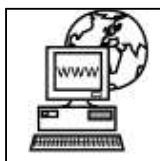
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### **Online**

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[www.surreycc.gov.uk/surreytransportplan](http://www.surreycc.gov.uk/surreytransportplan)



**Surrey Transport Plan, 2011-2026**

**Parking Strategy**

January 2020 Update

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## Executive Summary

This is the Parking Strategy, one of the components of the Surrey Transport Plan.

Surrey has a high level of car ownership and use, relative to other counties in England, therefore it follows that the car is of huge significance to Surrey's residents. Certain towns in Surrey also suffer from severe congestion, which is an issue that can be influenced by parking provision and regulation. Consequently, the management of residential and town centre parking is an important function of the county council.

Surrey County Council's responsibilities in respect of parking include on street parking provision, civil parking enforcement, residential parking, Park & Ride in Guildford and parking demand management.

This strategy is designed to help shape, manage and deliver the county council's vision for parking:

*"Provide parking where appropriate, control parking where necessary"*

The objectives of the Parking Strategy are:

- Reduce congestion caused by parked vehicles
- Help enable greener and more sustainable travel choices
- Make best use of the parking space available
- Enforce parking regulations fairly and efficiently
- Provide appropriate parking where needed

To achieve these objectives and realise the vision for parking, work will be channelled through three main areas:

- Manage on street parking space to ensure optimum use through our parking review process
- Operation of civil parking enforcement – fair and cost effective with greater use of technology to achieve compliance
- Promotion of parking controls that can help improve sustainable and greener transport and communities. At the same time, the policies are intended to help achieve other objectives of the council, such as improving journey times, sustaining and enhancing the vitality of town centres and contributing to a reduction in carbon emissions.

# **1 Introduction**

## **1.1 This Parking Strategy and the Surrey Transport Plan**

This is the Parking Strategy, one of the components that makes up the Surrey Transport Plan.

## **1.2 The Surrey Transport Plan**

Surrey's third local transport plan (LTP3) is called the Surrey Transport Plan. The plan came into effect in April 2011 and looks ahead to 2026.

The relationship between national and local policies, the overarching vision and objectives of the Surrey Transport Plan and the core strategies are summarised in a technical note which is available on the [County Council's website](#).

## **2. Background**

The number of cars on Britain's roads and the number of households with regular use of one or more cars continues to rise, with the South-East of England leading the way in terms of multiple car ownership. In the whole of Great Britain in the late 1950s 75% of households had no regular access to a car and just 2% of households had two cars. By the late 2000s, the figure for households without a car had dropped by a third to 25%, whereas the figure for households with two cars had risen to 26%, with 6% of households having regular access to 3 or more. In the South-East by this time just 17% had no car (among the lowest in the country by region) while 40% had 2 or more cars (the highest regional figure). This rise in vehicle numbers is reflected by an ever-increasing pressure on, and demand for use of, the limited amount of parking space available.

It is therefore increasingly important and necessary for Surrey to control the use the finite amount of parking space in the county. In broad terms this means encouraging motorists to park in certain places while prohibiting them from parking in others. In this way we can limit congestion caused by parked vehicles, so helping traffic to flow and all road users to go about their business.

## **3. Management of on street parking**

### **3.1 Problems, Challenges and Opportunities**

The management of parking, in particular in built up areas, has become increasingly important for local authorities, as the number of vehicles on the roads increases. There are a number of regular issues raised by residents, businesses and road users. These tend to concern either a lack of available parking space or inconsiderate parking, or a combination of the two. Increasing the amount of on street parking space is rarely possible and so the council has to try and find ways to make best use of the limited space, providing parking for those that most need it while not ignoring the broader requirements of all road users. By restricting parking where demand exceeds supply, and providing alternative means of access to such areas, the pressure on the space available can be better controlled.

This section looks at the more common problems that arise and some of the ways of addressing those problems, as well as considering the demands on the available parking space and means of reducing that demand.

### **3.2 Options**

#### **3.2.1 Curfew Parking**

Very often on street parking congestion is caused by all day parking by non-residents. Near railway stations or transport hubs, this is usually "commuter parking" by people driving to the station and then taking the train to travel to their place of work. In town centres it is likely to include shop and office staff who use their car as

the means of travelling to and from work. The resultant congestion can very often be eliminated by introducing short term parking restrictions of an hour or two duration.

However, such curfew parking cannot be considered in isolation. Firstly there is the problem of displacement. Many drivers will continue to drive and park and move to the nearest alternative location. The curfew parking does not then eliminate the problem, but simply shifts it. Consideration also must be given to the need for the vehicles to be parked somewhere. Although parking restrictions can be a catalyst to changing behaviour and encouraging a shift away from cars and to public transport, in some cases the car is a person's only viable means of travelling to and from work.

Displacement can be countered in two ways. Either the area covered by the curfew parking is large enough that the people who were parking and causing the congestion, change their behaviour. For example, where there is commuter parking near a railway station, there is a limit how far people are prepared to park and walk to the station.

If the curfew parking extends beyond that limit, it is likely that people will either find another way to get to the station, or park somewhere else nearby, such as in a car park, or they will find a different station to use near where they can park for free. This leads on to the other means of countering the problem of displacement, which is making sure that there is an adequate provision of suitable alternative parking. In most cases this would mean off street parking in either council or private car parks. It may also be possible to retain some parking provision within the controlled curfew area to minimise the effects of displacement or counter the lack of alternative parking arrangements.

### **3.2.2 Resident permit schemes and controlled parking zones**

Although curfew parking can help deal with the problem of commuter parking, the restrictions apply to all road users, including local residents, who are unable to park in their road for a short period each day. Unless they have sufficient off-street space, this would clearly bring new problems of its own. If it is the case that residents need to be able to park throughout the day, the county council would consider introducing a permit scheme for residents. This would allow them to park in designated areas during the restricted times, provided their cars are displaying a valid permit. In this way the commuter parking problem can be solved without having an adverse effect on residents. Such a scheme would also generally contain provision for permits for residents' visitors, for medical personnel that need to make house calls and for people who are housebound and rely on carers.

In some cases, it may be necessary to consider a larger area as a whole, in which it is necessary to introduce parking controls in a number of streets. This is likely where there are other people, apart from residents, who need to park during the restricted times, for example to do some shopping. In this case the county council would consider putting in place a controlled parking zone (CPZ), which is an area, indicated by zone entry signs, in which all the kerb space is subject to some form of control.

In certain limited cases, it may be necessary to consider issuing permits to businesses that operate in CPZs. The number of these should be very small, if any,

and they should only be for vehicles that are essential for the operation of the business and for which no alternative parking (either on street or off street) is available. They should not be issued to allow staff to park all day while at work, and to this end it is best if their use is time limited during the course of the operational hours of the zone.

We will implement residents permits parking schemes (and other parking management schemes) as part of local transport and parking strategies (subject to consultation) otherwise requests for residents parking schemes (permit parking schemes including parking management schemes) will only begin to be considered where there is sufficient demonstrated support and there is no detrimental impact on surrounding roads.

### **3.2.3 School Run Parking**

School run parking is an issue close to many schools across Surrey, where problems are generated by parents dropping off or picking up their children. Although in many instances the schools do all they can to encourage parents to park lawfully and considerately, it is clear that very often this does not happen. There is however only a limited amount that can be achieved by the introduction of parking restrictions, as there are exemptions to most restrictions that allow stopping for a short time to drop off or pick up passengers. In addition as all the children tend to arrive and leave at the same time and parents try and park as close as possible to the school, it is a concentrated problem for a relatively short period of time.

This is a problem that requires a broad approach and the county council's Safer Travel Team works with schools across the county to produce School Travel Plans which are designed to promote sustainable travel and reduce the reliance on the use of cars for the school run. The police are also sometimes involved through their community policing teams, as problems are often caused not so much by illegally parked cars but by cars that are parked in such a way that they are causing a danger or obstruction. The Safer Travel team may also carry out assessments in line with our Safety Outside Schools Policy which may recommend changes to parking restrictions.

Any restrictions designed to tackle parking problems near schools will require careful analysis. They should only be installed if certain to achieve the desired result and satisfy expectations.

Further policy will be developed on the enforcement of School Keep Clear markings following trials during 2020.

### **3.2.4 Footway parking**

Vehicles parking on footways are an issue at many locations across the county. They can cause damage to the footway itself, whether churning up grass verges or breaking paving stones, as well as to underground infrastructure, such as gas pipes or electricity cables. In addition they can obstruct the footway and so deny pedestrians access to that part of the highway – this can particularly affect people in wheelchairs or those pushing prams.

Under current legislation, taking action against vehicles parking on the footway is not straightforward. Although the police can take action if a vehicle is causing an obstruction, the county council could only take action if it first made a traffic regulation order and then erected signs where the order applied. The implication of introducing a restriction on footway parking throughout the county is clearly that it would necessitate the erection of a vast number of signs.

In addition there are certain locations where vehicles have traditionally parked partly on the footway in order to maintain a wide enough thoroughfare on the carriageway, and although the county council does not condone the activity, for the reasons mentioned above, it is understandable why it happens. Another option in such cases could be to reinforce and possibly widen the footway, so that it was able to accommodate formal parking bays, and hence legitimise the practice. In many cases however the roads are not suitable for this type of action, often being too narrow to allow it. It is also a very costly measure.

The county council therefore looks at the issue of footway parking, whether to legitimise it or take steps to curb it, at a local level depending on the particular circumstances. We also support proposals to decriminalise footway obstruction so that it can be enforced by civil enforcement officers, as the police do not have sufficient resources to carry out as much enforcement as residents and other road users would like.

### **3.2.5 Serving of businesses, loading and unloading**

It is in busier locations that parking tends to become a problem and controls are often introduced in town centres or where there are many shops and other small businesses. Although the controls are often designed to help local residents, it is important that the needs of businesses are not forgotten. This does not just mean making sure that their customers have somewhere to park but also that their suppliers can properly serve them. Introducing time limited parking bays near shops can improve customer access, but is hard to enforce efficiently and so is often abused, but this could be improved by also introducing on street charging at such locations. At the same time it is vital that there is provision made so that there is somewhere for suppliers to make deliveries and load or unload goods.

### **3.2.6 Red routes**

Vehicles stopping even briefly, especially on busier roads, can very quickly cause congestion and the build-up of traffic. Following changes to the legislation and regulations, the use of red routes, where stopping is prohibited in almost all circumstances, is now available to all highway authorities. The county council should therefore consider their implementation, in line with available guidance, where they could help ensure the free flow of traffic.

### **3.2.7 Integrated parking approach**

The county council has no direct control over the provision of off-street parking as this is primarily a matter for the districts and boroughs, nevertheless the county and districts work together to try and ensure that on street and off street parking provision

complement each other. In most circumstances, the purpose of this should be to encourage motorists to park off street, particularly when parking for a long time. Where there is charging for parking, this can be achieved by having a higher tariff for parking at the prime locations, usually on street and closest to the motorists' likely destinations.

### **3.2.8 Other measures to help ease demand for on street parking**

Car clubs – although these may not be so suitable for more rural areas, car clubs can be a considerable benefit in urban areas. As well as providing a financial benefit to its members, who do not have the ongoing costs involved with running a car, it also means that there are fewer cars on the road. The county council is working with a car club operator and a network of car club parking bays has gradually been introduced, and continues to expand, in the larger towns in the county. More details are available on the [Car Clubs](#) page on the county council's website.

Car sharing - a lot of people make the same journey as each other every day, such as travelling to work, or doing the school run. In most cases they each take their own car and each have to find somewhere to park at their destination. By simply sharing their car with other people making the same journey, the number of vehicles looking to park is reduced. The county council promotes this through the Surrey Liftshare scheme, details of which are available on the [Lift sharing](#) page on the county council's website.

Motorcycle parking - there is currently no great demand for parking bays exclusively for motorcycles (and other powered two wheelers) but use of these vehicles has increased in recent years. Not only can motorcycles help reduce traffic and parking congestion but they can also help contribute towards a reduction of carbon dioxide emissions. The county council will therefore consider the introduction of motorcycle parking bays in suitable locations, in order to accommodate the needs of existing and potential future users.

Park and Ride - by providing space to park in an area where it is freely available and then providing a means to transport the motorists to their destination, an authority can limit the on street congestion, where parking is more limited. Park and Ride is in operation within the Guildford area and it will be developed across the county as needs, resources and priorities permit.

Information technology - providing information to motorists about parking availability not only directs them to places where an authority wants them to park, but also stops them having to drive around in order to try and find somewhere to park. It therefore serves to help control parking and to reduce traffic congestion. Although this sort of technology is currently mainly used in relation to off street car parks, it is not inconceivable to see it also being used in relation to on street. This is particularly true given the rise in the use of in-car satellite navigation systems and smartphone apps, which are able to provide real time information. Using such systems would also obviate the need to install relatively expensive roadside displays.

Business travel plans - parking by business employees is often a contributory factor to parking congestion, particularly in town centres. The county council, through its



Community Travel Team, works with businesses to develop travel plans in order to try and reduce the number of its employees that need to use their cars to commute to work. This may be through such initiatives as car sharing or by encouraging alternative means of travel, such as cycling or using public transport.

Varied parking bays – a vehicle's size obviously dictates how much kerb space it takes up when it parks. Providing shorter parking bays and restricting the length of vehicles that can park in them, would enable more vehicles to park in a particular stretch of road. In general smaller cars produce fewer carbon dioxide emissions and so encouraging the use of smaller vehicles would also assist other aims of the transport plan.

### **3.3 Appraisal of Options**

These potential solutions have been assessed using a simple appraisal framework considering the interventions against the following criteria:

- policy compatibility, by assessing the contribution interventions will make to meeting policy objectives and statutory duties and to meeting the objectives of the Surrey Transport Plan itself, including impacts in relation to climate change and air quality;
- cost of implementation and requirement for future maintenance/operation taking into account potential funding opportunities;
- deliverability and risk, considering the likelihood of being able to implement interventions successfully within the life of the Surrey Transport Plan.

This analysis has helped to inform the preferred strategy.

### **3.4 Preferred Strategy**

The county council should:

- introduce parking controls where necessary to make best use of the space available
- encourage the use of off street parking
- work closely with schools and other agencies to ensure the development and implementation of robust and effective school travel plans
- ensure adequate loading and unloading and disabled driver parking provision in all new parking schemes
- consider sustainable travel measures to reduce demand for on street parking, particularly in busy town centres
- consider ways to improve access to retail businesses
- consider the use of red routes to improve traffic flow

### 3.5 Delivery of Preferred Strategy

The county council makes changes to parking controls and restrictions, and introduces new ones, by way of regular reviews of parking in each borough and district. This is an established and reasonably well understood process which also serves to save time and money by dealing with multiple locations together rather than individual locations in isolation. Nonetheless the statutory requirement to advertise changes in a newspaper and costs involved with implementation means that they come at a cost.

Funding sources for the delivery of the preferred strategy will be drawn from:

- LTP capital funding;
- Revenue funding; and,
- Other funding sources, including surplus on the parking account, development funding and potential opportunities presented by future central Government grants or challenge competitions.

The county council will work with partners, including the boroughs and districts, to seek to secure funding to deliver this strategy.

The following will be of particular importance:

- Aim to achieve as much as possible through engagement and education, particularly with regard to school and business travel plans, discouraging inconsiderate parking and promoting sustainable travel.
- Introduction of new parking controls relies on local committees allocating funding for parking initiatives – but there are many calls on the limited funding available to them. Alternatively funding for new parking controls could be made available through the Community Infrastructure Levy.
- In each borough and district there is an on street parking account, which balances income and expenditure from on street parking management (see section 5 for more information). Any surplus on this account can be used to help fund parking reviews.
- Where there is no parking surplus or other income, new proposals should only include restrictions that maintain road safety, prevent serious obstruction or improve essential access to facilities.
- Local and Joint Committees should look to introduce on-street parking charging to help improve access to retail businesses.

## **4. Operating civil parking enforcement efficiently, effectively and economically**

### **4.1 Problems, Challenges and Opportunities**

In the Secretary of State's statutory guidance, published under section 87 of the Traffic Management Act 2004 (TMA), it says that enforcement authorities should run their civil parking enforcement (CPE) operations "efficiently, effectively and economically". It goes on to say that it is a sensible aim to make the operation self-financing as soon as possible, and that if it is not self-financing, it should be affordable from within existing funding, and that neither national or local taxpayers should meet any deficit.

For the first few years that CPE was operational in Surrey, it ran at a financial deficit, and, as there was no specific alternative source of funding, the deficit was being met indirectly by the taxpayer. However in recent years, through close working with the borough and district councils, who manage on street parking on behalf of the county council through a series of agency agreements, CPE has been managed more efficiently and it now operates at no cost to the county council.

Going forward, particularly in the face of the considerable funding challenges facing local government, it is important that CPE continues to operate at no financial cost to the council. This can be done by increasing income or reducing expenditure, or a combination of the two.

The income to the parking account comes essentially from charges that are made in connection with parking – these are charges for parking permits, charges for other on street parking (eg pay and display or meters) or penalty charges, when motorists contravene the parking regulations and receive a parking ticket. Expenditure on the account is essentially to cover the costs involved with carrying out enforcement and administration and maintenance and upkeep of equipment and software systems.

The aim of a successful CPE operation is for 100% compliance, where all motorists park according to the regulations and therefore incur no penalty charges. So, although realistically total compliance is unlikely, income from penalty charges should not be counted on when seeking to provide a no cost service, as it will reduce as the operation improves. The county council would need to look at its income from other parking charges, offset against the costs of providing an on street parking management service when balancing the books. The council should also continue to work with the districts and boroughs to achieve operational efficiencies.

In addition the guidance from the Secretary of State stressed the need for local authorities to operate civil parking enforcement fairly, effectively and openly. This section will therefore look at ways of delivering civil parking enforcement which satisfy all the requirements of the guidance.

## **4.2 Options**

### **4.2.1 Residents' parking permits**

In 2011, the county council introduced a standard countywide minimum charge for residents' parking permits. Prior to this, there had been a large discrepancy in the cost of permits in different areas, with some having remained the same since the permit schemes had been introduced over 20 years before. As the costs were in some places so low, it meant that the income from permit charges did not cover the cost of administering and enforcing the scheme and so contributed to the CPE deficit. The county council's aim is for permit schemes to be self-financing and funded by those that benefit from them rather than the general taxpayer. So in order to provide a fairer system, and have less of a postcode lottery, the charging was harmonised. In order to ensure that a similar situation does not occur again, the council is committed to periodically review the charges.

The allocation of residents' permits in Surrey is done on a per household basis, with the number allowed being reduced dependant on the amount of off street parking available to members of the household. This limit on the number of permits issued if there is adequate off street parking available to the residents of a particular household, ensures that the use of off street parking is maximised.

In the past in many permit schemes, there was a limit of a maximum of two permits being issued to a household, regardless of the number of car owners/users living in the property. In most new schemes there is no maximum, and so the only limit is determined by the amount of off street parking available to members of the household.

Such an approach can potentially lead to a situation where there are more permits issued than spaces available. However as residents' permit schemes should only be introduced when parking by non-residents means that the available space is heavily oversubscribed, residents still have more space available than before the introduction of the scheme.

There may be circumstances where a tighter limit on the number of permits issued per household is still required, particularly where resident permit schemes already exist and the limit maintains the optimum balance between the needs of residents and those of the wider community.

The council will also consider introducing other variables to its permit charges in order to help address other objectives, such as reducing carbon emissions and controlling the number of vehicles on the roads. This could be achieved for example by increasing the cost of the second, and any subsequent, permits issued to one household.

### **4.2.2 Residents' visitors' permits**

In most residents' parking schemes, residents are able to buy in advance permits that they can give to their visitors to allow them to park in the residents' permit bays for up to a day. These take the form of a piece of card, on which the details of the

visitor's vehicle and the appropriate date are indicated. As with residents' permits, the cost of these was standardised countywide in 2011 and the council is committed to periodically review the charge to keep it at a realistic level. In addition the county council should explore options for more flexibility in the provision of visitors' permits, both in terms of the cost and the length of stay that they allow.

There is a limit on the number issued to a household in one year in order to reduce the likelihood that they might be misused and/or sold on for profit, and to ensure that their overuse does not impact unduly on residents' ability to find parking space. However there can be particular circumstances where a resident uses up their allocation early and has a valid reason for needing extra permits. Although the issue and use of the permits needs to be monitored and controlled, there should be discretion for the issuing authority to issue more/fewer visitor permits as particular circumstances allow.

It is important to always make it clear that the permits remain the property of the council, and that if abuse of the scheme is believed to be taking place, the permits are invalidated.

#### **4.2.3 Business parking permits**

As mentioned previously in this strategy, there may on rare occasions be a case for issuing permits to businesses, but their issue and use should be tightly controlled. Such a permit should only be issued where commercial necessity is shown, and as such it is reasonable for the charge for a permit to reflect a rate more comparable to other commercial parking provision, such as car park season tickets. Again the council is committed to periodically review the charge to ensure it is at an appropriate level.

#### **4.2.4 Child care permits**

As the number of permit parking schemes has increased the demand for a permit for people providing regular child care has increased. As this is an increasingly common situation, the county council should consider options around the introduction of a permit for residents who have regular childcare needs.

#### **4.2.5 On street parking charges**

Time-limited on street parking is a good way of ensuring turnover of parking provision, which is particularly useful in and near shopping streets. Although this can be achieved by limiting the amount of time a vehicle can be parked and then prohibiting its return for a set amount of time, this is time-consuming and labour intensive to monitor for compliance and enforce. These issues contribute to non-compliance.

On street charging can also be used as a means of helping control the number of vehicles parked on street, when it is dovetailed with off street parking provision. In many parts of Surrey there is a charge for parking in off street car parks, while parking on street remains free of charge. This has led to an increased demand for on

street spaces which could be better controlled by the introduction of on street charging.

In addition, monitoring the compliance of and enforcing paid for parking is more straightforward and therefore more cost-effective and efficient. Where parking is free an enforcement officer has to note the vehicle registration number of all the cars and the time and then return after the maximum time allowed and see whether any of cars are still there. If they are, the officer can take action, but only if he/she can be sure that the car has been there the whole time. (If the maximum parking time is 2 hours with return prohibited within 1 hour, the officer would need to be sure that the car had not left shortly after the first observation and returned over an hour later and happened to find the same space free to park in again). Also it is possible that when the officer first recorded the registration numbers of all the cars, any number of those cars could have already been parked for a considerable time, but the officer has no way of knowing how long that may have been.

If parking is paid for, an enforcement officer has the means on the first visit of knowing if each car is legitimately parked or whether it has overstayed, because there is some form of indicator which shows when the car is due to leave or have left the parking place.

The county council will consider options for on street charging in areas requiring turnover of vehicles or that have regular commuter parking. There would be some start up costs, not least of which would be the provision of pay and display machines, but advances in technology would allow the county council to minimise the initial outlay.

Modern pay and display machines are battery operated or solar powered so avoiding the expense involved with linking them to existing electrical power sources, although this should remain as an option. There are also many methods of cashless payment for on street parking, such as using a mobile phone or a debit/credit card, which mean fewer pay and display machines need to be installed.

#### **4.2.6 Waivers and suspensions**

In all our TROs there is provision made for the issue of waivers (also called waiver certificates or dispensations) to allow vehicles to park when they would not normally be allowed to do so, eg on yellow lines or in restricted parking bays, and also for parking bays to be suspended. There are a number of reasons that a waiver might be issued or a bay suspended, such as ensuring removal lorries can park outside the relevant house, or facilitating the work of a film crew, or assisting parking for vehicles involved in building works.

There is legislation (The Local Authorities (Transport Charges) Regulations 1998) which allows local authorities to levy a charge for waivers and suspensions in order to cover the administrative cost, and most authorities do so. There is considerably more work involved in suspending a bay than in issuing a waiver certificate, as it requires advanced warning notices to be put up, and then replaced with signs advising that the bay is suspended, which need removing once the suspension is completed.

Administration of waivers and suspensions is carried out on behalf of the county council by borough and district parking teams and there is an agreed charging regime in place, which, as with other charges, needs regular review.

#### **4.2.7 Paper-free permits**

In most areas in the county, permits, waivers and paid for parking all involve the display of a physical document of some shape and size in the vehicle. Technology exists which makes this unnecessary and the county council, working with its partners, should be looking to phase out physical permits as soon as reasonably possible. Not only would this reduce waste and be more sustainable but also improve convenience and save time, as permits or waivers could be issued and be valid instantly.

#### **4.2.8 Civil enforcement officers**

The regular on street presence of civil enforcement officers (CEOs) is a significant tool in ensuring that motorists comply with parking regulations. Conversely, where motorists believe that the attendance of a CEO is unlikely they are more likely to park in contravention. Although there needs to be a balance between the costs involved in employing CEOs and the benefits gained, there must be a suitable number of CEOs patrolling in order for enforcement to be an effective means of encouraging compliance with the regulations.

#### **4.2.9 New enforcement initiatives**

The civil enforcement officer patrolling the streets and, if necessary, issuing parking tickets is still the predominant image and commonest form of the enforcement of parking regulations. There are other options of enforcement used by many authorities to enhance the standard on street capability.

The potential receipt of a parking ticket is often a significant enough threat to ensure motorists comply with parking regulations, although this is not always the case. There is a significant minority of drivers who fail to register their vehicles with DVLA, or register incorrectly. In this way it is very difficult for enforcement authorities to pursue payment of outstanding parking tickets and these drivers persistently evade payment. There are other motorists who see the cost of parking tickets as a mere inconvenience and who therefore persistently offend and fail to comply with parking regulations.

Legislation allows for the clamping and removal of vehicles that park illegally, and although in the past other authorities have been accused of being over zealous in their use of these sanctions, properly targeted use of clamping and removal can not only provide a stronger deterrent but can also have popular support. Providing a removal capability requires a significant initial outlay as there is the need for the removal lorries as well as a secure pound in which to store removed vehicles. Clamping does provide a much more readily available capability, with significantly lower overheads and start up costs and the council will consider this as an option to target persistent evaders and persistent offenders.

Although CCTV cameras can no longer be used for the enforcement of most parking contraventions, it is still allowed in certain cases, in particular those where there is a prohibition on stopping, rather than waiting (such as on Keep Clear markings outside schools and on bus stop clearways), or for contraventions in bus lanes, where traditional enforcement by CEO is less effective. Although initial costs can be high, the use of cameras in these cases can significantly improve compliance, and the county council will explore possibilities for using them.

#### **4.2.10 Cancellation policy**

The guidance produced under the TMA 2004 encourages a transparent approach to parking enforcement and authorities are encouraged to publicise their policies and procedures. In consultation with the districts and boroughs, the county council has developed a policy outlining the reasons why a penalty charge notice may be cancelled. This is shown as Appendix 1: Penalty Charge Cancellation Policy.

#### **4.2.11 Targets for on street compliance**

There is little compliance monitoring carried out in Surrey by either the county council or the borough/district councils. This makes it very difficult to evaluate the effectiveness of the parking enforcement operation and to recognise any changing trends in driver behaviour. The simplest method to check compliance is to carry out regular surveys of parked vehicles, although this is labour intensive and time consuming. Demonstrating compliance, and the associated benefits in terms of turnover and availability of parking space, can be an important tool in promoting public acceptance of civil parking enforcement, and so the council should look to increase its monitoring regime.

### **4.3 Appraisal of Options**

These potential solutions have been assessed using a simple appraisal framework considering the interventions against the following criteria:

- policy compatibility, by assessing the contribution interventions will make to meeting policy objectives and statutory duties and to meeting the objectives of the Surrey Transport Plan itself, including impacts in relation to climate change and air quality;
- cost of implementation and requirement for future maintenance/operation taking into account potential funding opportunities;
- deliverability and risk, considering the likelihood of being able to implement interventions successfully within the life of the Surrey Transport Plan.

This analysis has helped to inform the preferred strategy.



#### **4.4 Preferred Strategy**

The county council should:

- run its civil parking enforcement operation in line with government guidance
- consider options for encouraging more sustainable travel options
- introduce on street charging for short and long term parking where demand is highest
- explore all enforcement options with a view to providing the most efficient regime possible
- monitor the enforcement regime and its effectiveness
- embrace technological advances in payment processes, including paying by phone or app
- phase out paper permits and waivers
- regularly review all on street parking charges and fees to ensure that they are set at the appropriate level

#### **4.5 Delivery of Preferred Strategy**

Funding sources for the delivery of the preferred strategy will be drawn from:

- LTP capital funding;
- Revenue funding; and,
- Other funding sources, including surplus on the parking account, development funding and potential opportunities presented by future central Government grants or challenge competitions.

The county council will work with partners, including the boroughs and districts, to seek to secure funding to deliver this strategy.

The following will be of particular importance:

- The county council will continuously look at ways to deliver a more efficient and cost effective on street parking management operation.

## **5. Parking provision and policies**

### **5.1 Problems, Challenges and Opportunities**

With the ever increasing numbers of vehicles on the road and consequent demand for parking space, the county council is mindful of the need to manage the use of the highway for parking. The provision and management of off street parking space is largely the domain of the borough and district councils, but there are two areas where the county has some influence. These are when new developments are built, both residential and business, and where new residents permit schemes are being introduced.

With regard to on street parking provision there are some further controls that the county council can use, some of which are more discretionary in nature. These are considered in this section

### **5.2 Options**

#### **5.2.1 Parking spaces for new developments**

Although the borough and district councils have responsibility for planning applications and decisions, the county council produces guidance about how much parking should be provided when new developments are being built. This guidance, entitled Vehicular and Cycle Parking Guidance, is available on the [Parking Strategy](#) page on the Surrey County Council website.

#### **5.2.2 Off street spaces in resident permit schemes**

As mentioned earlier, where there is a resident permit scheme, there should still be a limit on the number of permits issued if off street parking is available, in order to ensure that the use of off street parking is maximised. However many garages and off street spaces were built or installed at a time when cars were generally smaller than they are today and they are no longer large enough to be considered a usable parking space. It is therefore necessary to define the necessary dimensions for garages, hard standings and driveways to be considered large enough to count as an off street parking space. This is detailed in Appendix 2.

#### **5.2.3 Access protection markings**

Access protection markings (APMs) are white elongated 'H' shaped lines that are painted onto the road to draw attention to a driveway or access. There is a common misconception that they are intended to stop parking which is not the case as they are only advisory markings and have no legal standing. In line with government guidance, which suggests that they should only be used sparingly, as overuse can compromise their impact and effectiveness, the council's current policy is to only install them if the presence or extent of an access is not clear (for example where the footway's kerb is very low making it difficult to notice the difference between the raised and dropped areas) or when there is an access within a parking bay marked out on the road.

Nonetheless the council receives a large number of request for APMs when the presence of a driveway is perfectly clear, but people choose to park inconsiderately, which can make use of the drive difficult. On some occasions the installation of an APM can help encourage more considerate parking but it cannot be guaranteed to do so. As an APM is of potential benefit only to the resident who applied for it, it is reasonable that the cost of implementing it should not be borne by the general taxpayer, and so the county council will introduce a charge for assessing an application and a charge for installation of an APM, in the event of a positive assessment.

#### **5.2.4 Disabled parking bays**

Wherever on street parking is controlled, disabled bays should be provided for the use of blue badge holders. The Department for Transport provides guidelines on the location of such bays (in Traffic Advisory Leaflet 5/95), but in summary they should be provided within 50 metres of the likely destinations (e.g. bank, post office, larger shops). It is also essential that these bays are regularly patrolled by enforcement officers in order to ensure that they are not misused by those who do not need them.

As well as providing disabled parking bays in areas where parking is controlled, there are a number of bays in areas where parking is unrestricted, in order to make it easier for disabled people to park close to their home. Although these bays have no legal standing, they are in general respected by other drivers and left for the use of those that need them. In order for us to consider installing a bay, there must be a blue badge holder living at the property and the car that the blue badge holder uses has to be registered at the address. We will not install a bay if there is suitable off street parking or if the road is not wide enough to accommodate the bay and still allow the free flow of traffic (including larger vehicles). In all cases we carry out a site check before approving an application for a bay and we will only install one if we think it is necessary and the road conditions allow it (for instance we would not put a bay within 10 metres of a junction or where a vehicle parked in it could cause a potential danger to other drivers). Following recent changes in road marking regulations, the county council should review its policy in relation to the provision of these bays.

#### **5.2.5 Discretionary road markings**

Road markings and road signs are prescribed by the Department for Transport (DfT) in the Traffic Signs Regulations and General Directions 2016 (TSRGD), and guidance on their use is provided in the Traffic Signs Manuals. The reason for the signs and road markings being prescribed is so that they are applied consistently nationwide, in order to reduce the chance of confusion or misunderstanding by motorists.

There are some variations, contained in the TSRGD, such as specifying which sort of permit holder may use a particular bay, but these variants are also prescribed. Where signs are needed that do not appear in the TSRGD, an application can be made to the DfT for special authorisation to use a non-prescribed sign. This is quite a lengthy process and the department will only grant authorisation if it is satisfied that

the meaning of the sign is clear. However, the DfT is not keen on permitting non-prescribed signs to be used and will only do so with solid justification.

Similarly with road markings, there are some variations contained in the TSRGD, such as for the width of parking bays, in order to allow some accommodation of particular local circumstances, but the bays still have to conform to prescribed maximum and minimum dimensions. The widths of the lines used for bay markings should normally be 50 millimetres, although they can be 75mm if greater emphasis is needed, or 100mm in very specific circumstances in block-paved areas. Apart from a few specific types of bay, such as a taxi rank, all the road markings for parking bays are white.

There are three prescribed widths for yellow lines. They should normally be 75mm in roads with a speed limit of 40mph or less and 100 mm in roads with a higher speed limit. They may however be only 50mm wide in roads "in areas regarded as environmentally sensitive".

The colour of the yellow for these lines is also prescribed with standard yellow being used on all occasions, except in environmentally sensitive areas, where paler yellow (so called 'primrose lines') may be used if the standard colour is considered too obtrusive.

The thinner 50mm wide lines and paler colours must be restricted to areas which are environmentally sensitive, which are conservation areas, designated areas of outstanding natural beauty or sites of special scientific interest. Even in such locations it is not essential to use these variations, but they could be used if deemed appropriate. The lines should not be used excessively or in inappropriate locations, as it would lessen their effectiveness and they tend to need repainting more often so increasing maintenance costs.

### **5.3 Appraisal of Options**

These potential solutions have been assessed using a simple appraisal framework considering the interventions against the following criteria:

- policy compatibility, by assessing the contribution interventions will make to meeting policy objectives and statutory duties and to meeting the objectives of the Surrey Transport Plan itself, including impacts in relation to climate change and air quality;
- cost of implementation and requirement for future maintenance/operation taking into account potential funding opportunities;
- deliverability and risk, considering the likelihood of being able to implement interventions successfully within the life of the Surrey Transport Plan.

This analysis has helped to inform the preferred strategy.

## 5.4 Preferred Strategy

The county council should:

- encourage the provision of suitable amounts of off street parking on new developments
- encourage the maximum use of off street parking by residents and businesses
- provide disabled parking bays and access protection markings where appropriate
- only use discretionary road signs and markings sparingly and in accordance with the relevant guidelines

## 5.5 Delivery of Preferred Strategy

Funding sources for the delivery of the preferred strategy will be drawn from:

- LTP capital funding;
- Revenue funding; and,
- Other funding sources, including surplus on the parking account, development funding and potential opportunities presented by future central Government grants or challenge competitions.

The county council will work with partners, including the boroughs and districts, to seek to secure funding to deliver this strategy.

The following will be of particular importance:

- Control of the use of discretionary road markings to guard against over use
- Engagement with borough and districts and developers with regard to parking provision on new developments

## 6. Strategy Toolkit

### Measures and Interventions related to the Parking Strategy:

Measures and interventions related to the <b>Parking Strategy</b>	Contribution to Objectives				Strategy which is the main promoter of the measure
	Eff	Rel	Saf	Sus	
<b>Infrastructure Measures</b>					
Park and Ride	✓	✓			Local Bus
<b>Management of Infrastructure</b>					
Curfew parking	✓			✓	Parking
Parking/loading restrictions	✓	✓	✓		Parking
Controlled Parking Zones (CPZs)	✓		✓		Parking
School run parking – restrictions			✓		Parking
Minimum disabled bay provision	✓		✓		Parking
Loading/unloading bay provision	✓	✓	✓		Parking
Discretionary road markings	✓		✓		Parking
Waivers and suspensions	✓		✓		Parking
Civil parking enforcement officers	✓				Parking
CCTV parking enforcement	✓				Parking
<b>Promotional and Behavioural Measures</b>					
School travel planning	✓	✓	✓	✓	Travel Planning
Car clubs	✓			✓	Travel Planning
EV Charging Policy	✓	✓		✓	Travel Planning
Car share database	✓			✓	Travel Planning
Workplace travel planning	✓	✓	✓	✓	Travel Planning
<b>Information Provision</b>					
On-street parking Variable Message Signs	✓	✓			Parking
Off-street parking Variable Message Signs	✓	✓			Parking
<b>Pricing Measures</b>					
Pay and Display	✓			✓	Parking
'Pay by Phone'	✓			✓	Parking
Visitors' parking permits	✓			✓	Parking
Resident parking permit scheme	✓			✓	Parking
Differential parking charges	✓			✓	Parking
<b>Other Measures (including Land Use Measures)</b>					
Integrated approach to on/off street parking	✓	✓	✓	✓	Parking
Parking standards guidance for new developments	✓			✓	Parking

## **7. Appendices**

### **Appendix 1: Penalty Charge Cancellation Policy**

The guidance produced under the TMA 2004 encourages a transparent approach to parking enforcement and authorities are encouraged to publicise their policies and procedures. With its agents, the county council has developed the following policy outlining the reasons why a penalty charge notice may be cancelled.

#### **On-street Penalty Charge Notices**

Please refer to the chart below that gives an explanation of the contravention code and indicates circumstances where cancellation will be considered, it is important to note that this information is for guidance and that each case will be considered on its individual merits.

<b>Contravention Code</b>		<b>Circumstances in which the cancellation of a Penalty Charge Notice (PCN) will be considered (marked ✓)</b>					
		<b>Blue badge holders</b> No badge and or clock displayed - fallen from windscreen, displayed incorrectly (details face down) or obscured - PCN will normally be cancelled on the first occasion if proof of a valid Blue Badge is provided	<b>Loading/unloading</b> Information is needed to show that the vehicle was loading or unloading and goods were bulky or pre-ordered	<b>Vehicle broken down</b> Supporting information is normally needed to show that the vehicle was broken down and could not move	<b>Vehicle stolen</b> Supporting information is normally needed to show the vehicle was taken without consent and it was not in the owner's control	<b>Pay &amp; display (P&amp;D)</b> Ticket fallen down, not correctly displayed or obscured - PCN will normally be cancelled on the first occasion if there is proof that driver was in possession of a valid P&D ticket	<b>Permits</b> Fallen down, obscured, not correctly displayed, or not validated - PCN will normally be cancelled on the first occasion if there is proof the driver was in possession of a valid permit
<b>1</b>	Parked in a restricted street during prescribed hours (parked on single/double yellow lines when restrictions are in force)	✓	✓	✓	✓		
<b>2</b>	Parked or loading/unloading in a restricted street where waiting and loading/ unloading restrictions are in force (parked on single/double yellow lines when loading restrictions, marked by yellow kerb 'blips', are in force)			✓	✓		
<b>4</b>	Parked in a meter bay when penalty time is indicated						



<b>Contravention Code</b>		Circumstances in which the cancellation of a Penalty Charge Notice (PCN) will be considered (marked ✓)					
		<b>Blue badge holders</b> No badge and or clock displayed - fallen from windscreen, displayed incorrectly (details face down) or obscured - PCN will normally be cancelled on the first occasion if proof of a valid Blue Badge is provided	<b>Loading/unloading</b> Information is needed to show that the vehicle was loading or unloading and goods were bulky or pre-ordered	<b>Vehicle broken down</b> Supporting information is normally needed to show that the vehicle was broken down and could not move	<b>Vehicle stolen</b> Supporting information is normally needed to show the vehicle was taken without consent and it was not in the owner's control	<b>Pay &amp; display (P&amp;D)</b> Ticket fallen down, not correctly displayed or obscured - PCN will normally be cancelled on the first occasion if there is proof that driver was in possession of a valid P&D ticket	<b>Permits</b> Fallen down, obscured, not correctly displayed, or not validated - PCN will normally be cancelled on the first occasion if there is proof the driver was in possession of a valid permit
<b>5</b>	Parked after the expiry of paid for time in a P&D only bay (parked after the displayed P&D ticket has expired)	✓	✓	✓	✓	✓	
<b>6</b>	Parked without clearly displaying a valid P&D ticket in a P&D only bay (the P&D ticket is not visible, obscured or invalid)	✓	✓	✓	✓	✓	
<b>7</b>	Parked with additional payment made to extend the stay beyond the expiry of the time initially purchased (meter feeding)						
<b>8</b>	Parked at an out-of-order meter during controlled hours						
<b>9</b>	Parked displaying multiple pay & display tickets where prohibited						

<b>Contravention Code</b>		<b>Circumstances in which the cancellation of a Penalty Charge Notice (PCN) will be considered (marked ✓)</b>					
		<b>Blue badge holders</b> No badge and or clock displayed - fallen from windscreen, displayed incorrectly (details face down) or obscured - PCN will normally be cancelled on the first occasion if proof of a valid Blue Badge is provided	<b>Loading/unloading</b> Information is needed to show that the vehicle was loading or unloading and goods were bulky or pre-ordered	<b>Vehicle broken down</b> Supporting information is normally needed to show that the vehicle was broken down and could not move	<b>Vehicle stolen</b> Supporting information is normally needed to show the vehicle was taken without consent and it was not in the owner's control	<b>Pay &amp; display (P&amp;D)</b> Ticket fallen down, not correctly displayed or obscured - PCN will normally be cancelled on the first occasion if there is proof that driver was in possession of a valid P&D ticket	<b>Permits</b> Fallen down, obscured, not correctly displayed, or not validated - PCN will normally be cancelled on the first occasion if there is proof the driver was in possession of a valid permit
<b>10</b>	Parked without clearly displaying two valid pay and display tickets when required						
<b>11</b>	Parked without payment of the parking charge						
<b>12</b>	Parked in a residents' or shared use (permit holder/ P&D) parking place without clearly displaying either a permit, voucher or P&D ticket issued for that place (permit or P&D ticket is not visible, obscured or not valid for that parking place - e.g. a P&D ticket displayed in a resident permit holder only bay)	✓	✓	✓	✓	✓	✓
<b>14</b>	Parked in an electric vehicles' charging place during restricted hours without charging						

<b>Contravention Code</b>		<b>Circumstances in which the cancellation of a Penalty Charge Notice (PCN) will be considered (marked ✓)</b>					
		<b>Blue badge holders</b> No badge and or clock displayed - fallen from windscreen, displayed incorrectly (details face down) or obscured - PCN will normally be cancelled on the first occasion if proof of a valid Blue Badge is provided	<b>Loading/unloading</b> Information is needed to show that the vehicle was loading or unloading and goods were bulky or pre-ordered	<b>Vehicle broken down</b> Supporting information is normally needed to show that the vehicle was broken down and could not move	<b>Vehicle stolen</b> Supporting information is normally needed to show the vehicle was taken without consent and it was not in the owner's control	<b>Pay &amp; display (P&amp;D)</b> Ticket fallen down, not correctly displayed or obscured - PCN will normally be cancelled on the first occasion if there is proof that driver was in possession of a valid P&D ticket	<b>Permits</b> Fallen down, obscured, not correctly displayed, or not validated - PCN will normally be cancelled on the first occasion if there is proof the driver was in possession of a valid permit
<b>16</b>	Parked in a permit space without clearly displaying a valid permit (permit is not visible, obscured or invalid)	✓	✓	✓	✓		✓
<b>18</b>	Using a vehicle in a parking place in connection with the sale or offering or exposing for sale of goods when prohibited						
<b>19</b>	Parked in a residents' or shared use (permit holder/P&D) parking place displaying an invalid permit, an invalid P&D ticket or an invalid voucher	✓			✓		✓
<b>20</b>	Parked in a loading gap						
<b>21</b>	Parked in a suspended bay/space or part of bay/space			✓	✓		

<p><b>Contravention Code</b></p>		<p><b>Circumstances in which the cancellation of a Penalty Charge Notice (PCN) will be considered (marked ✓)</b></p>					
		<p><b>Blue badge holders</b> No badge and or clock displayed - fallen from windscreen, displayed incorrectly (details face down) or obscured - PCN will normally be cancelled on the first occasion if proof of a valid Blue Badge is provided</p>	<p><b>Loading/unloading</b> Information is needed to show that the vehicle was loading or unloading and goods were bulky or pre-ordered</p>	<p><b>Vehicle broken down</b> Supporting information is normally needed to show that the vehicle was broken down and could not move</p>	<p><b>Vehicle stolen</b> Supporting information is normally needed to show the vehicle was taken without consent and it was not in the owner's control</p>	<p><b>Pay &amp; display (P&amp;D)</b> Ticket fallen down, not correctly displayed or obscured - PCN will normally be cancelled on the first occasion if there is proof that driver was in possession of a valid P&amp;D ticket</p>	<p><b>Permits</b> Fallen down, obscured, not correctly displayed, or not validated - PCN will normally be cancelled on the first occasion if there is proof the driver was in possession of a valid permit</p>
<b>22</b>	<p>Re-parked in the same parking place within one hour (or other specified period) of leaving (applies to pay and display visitors and users of free parking bays only)</p>	✓	✓	✓	✓	✓	
<b>23</b>	<p>Parked in a parking place not designated for that class of vehicle (e.g. a car parked in an ambulance bay)</p>		✓	✓	✓	✓	
<b>24</b>	<p>Not parked correctly within the markings of a bay or space</p>		✓	✓	✓	✓	
<b>25</b>	<p>Parked in a loading place during restricted hours without loading</p>		✓	✓	✓	✓	
<b>26</b>	<p>Vehicle parked more than 50cm from the edge of the carriageway and not within a designated parking place (double parking)</p>		✓	✓	✓	✓	

<b>Contravention Code</b>		Circumstances in which the cancellation of a Penalty Charge Notice (PCN) will be considered (marked ✓)					
		<b>Blue badge holders</b> No badge and or clock displayed - fallen from windscreen, displayed incorrectly (details face down) or obscured - PCN will normally be cancelled on the first occasion if proof of a valid Blue Badge is provided	<b>Loading/unloading</b> Information is needed to show that the vehicle was loading or unloading and goods were bulky or pre-ordered	<b>Vehicle broken down</b> Supporting information is normally needed to show that the vehicle was broken down and could not move	<b>Vehicle stolen</b> Supporting information is normally needed to show the vehicle was taken without consent and it was not in the owner's control	<b>Pay &amp; display (P&amp;D)</b> Ticket fallen down, not correctly displayed or obscured - PCN will normally be cancelled on the first occasion if there is proof that driver was in possession of a valid P&D ticket	<b>Permits</b> Fallen down, obscured, not correctly displayed, or not validated - PCN will normally be cancelled on the first occasion if there is proof the driver was in possession of a valid permit
<b>27</b>	Parked adjacent to a dropped footway (parked in front of access to a driveway or a dropped kerb at a junction)		✓	✓	✓		
<b>30</b>	Parked for longer than permitted	✓	✓	✓	✓		
<b>35</b>	Parked in a disc parking place without clearly displaying a valid disc						
<b>36</b>	Parked in a disc parking place for longer than permitted						
<b>40</b>	Parked in a designated disabled person's parking place without clearly displaying a valid disabled person's parking badge (badge is not displayed, obscured or invalid)	✓	✓	✓	✓		

<b>Contravention Code</b>		<b>Circumstances in which the cancellation of a Penalty Charge Notice (PCN) will be considered (marked ✓)</b>					
		<b>Blue badge holders</b> No badge and or clock displayed - fallen from windscreen, displayed incorrectly (details face down) or obscured - PCN will normally be cancelled on the first occasion if proof of a valid Blue Badge is provided	<b>Loading/unloading</b> Information is needed to show that the vehicle was loading or unloading and goods were bulky or pre-ordered	<b>Vehicle broken down</b> Supporting information is normally needed to show that the vehicle was broken down and could not move	<b>Vehicle stolen</b> Supporting information is normally needed to show the vehicle was taken without consent and it was not in the owner's control	<b>Pay &amp; display (P&amp;D)</b> Ticket fallen down, not correctly displayed or obscured - PCN will normally be cancelled on the first occasion if there is proof that driver was in possession of a valid P&D ticket	<b>Permits</b> Fallen down, obscured, not correctly displayed, or not validated - PCN will normally be cancelled on the first occasion if there is proof the driver was in possession of a valid permit
<b>41</b>	Parked in a parking place designated for diplomatic vehicles						
<b>42</b>	Parked in a parking place designated for police vehicles						
<b>45</b>	Parked on a taxi rank		✓	✓	✓		
<b>46</b>	Stopped where prohibited (on a red route or clearway)						
<b>47</b>	Parked on a restricted bus stop or stand			✓	✓		
<b>48</b>	Parked on a restricted area outside a school during termtime (parked on the 'School Keep Clear' markings when the restriction is in force)			✓	✓		

<b>Contravention Code</b>		<b>Circumstances in which the cancellation of a Penalty Charge Notice (PCN) will be considered (marked ✓)</b>					
		<b>Blue badge holders</b> No badge and or clock displayed - fallen from windscreen, displayed incorrectly (details face down) or obscured - PCN will normally be cancelled on the first occasion if proof of a valid Blue Badge is provided	<b>Loading/unloading</b> Information is needed to show that the vehicle was loading or unloading and goods were bulky or pre-ordered	<b>Vehicle broken down</b> Supporting information is normally needed to show that the vehicle was broken down and could not move	<b>Vehicle stolen</b> Supporting information is normally needed to show the vehicle was taken without consent and it was not in the owner's control	<b>Pay &amp; display (P&amp;D)</b> Ticket fallen down, not correctly displayed or obscured - PCN will normally be cancelled on the first occasion if there is proof that driver was in possession of a valid P&D ticket	<b>Permits</b> Fallen down, obscured, not correctly displayed, or not validated - PCN will normally be cancelled on the first occasion if there is proof the driver was in possession of a valid permit
<b>49</b>	Parked wholly or partly on a cycle track						
<b>55</b>	A commercial vehicle parked in a restricted street in contravention of the Overnight Waiting Ban (applies to vehicles heavier than the maximum weight specified on signs)	✓	✓	✓			
<b>56</b>	Parked in contravention of a commercial vehicle waiting restriction						
<b>57</b>	Parked in contravention of a coach ban						
<b>61</b> <b>62</b>	Parked with one or more wheels on any part of an urban road other than a carriageway (footway parking)						
<b>99</b>	Stopped on a pedestrian crossing and/or area marked by zig-zags		✓		✓		

Circumstances in which the cancellation of a Penalty Charge Notice (PCN) will be considered (marked ✓)						
<b>Contravention Code</b>	<b>Blue badge holders</b> No badge and or clock displayed - fallen from windscreen, displayed incorrectly (details face down) or obscured - PCN will normally be cancelled on the first occasion if proof of a valid Blue Badge is provided	<b>Loading/unloading</b> Information is needed to show that the vehicle was loading or unloading and goods were bulky or pre-ordered	<b>Vehicle broken down</b> Supporting information is normally needed to show that the vehicle was broken down and could not move	<b>Vehicle stolen</b> Supporting information is normally needed to show the vehicle was taken without consent and it was not in the owner's control	<b>Pay &amp; display (P&amp;D)</b> Ticket fallen down, not correctly displayed or obscured - PCN will normally be cancelled on the first occasion if there is proof that driver was in possession of a valid P&D ticket	<b>Permits</b> Fallen down, obscured, not correctly displayed, or not validated - PCN will normally be cancelled on the first occasion if there is proof the driver was in possession of a valid permit
	Please note that greyed out Contravention Codes are not generally enforced in Surrey Districts					



## **Appendix 2: Size of off-street parking spaces in relation to on-street permit schemes**

These measurements are guidelines and like the parking standards in Appendix 2, there should be some flexibility in their application depending on the local circumstances. For example if a resident has a very small car, they would be expected to use an off street parking space if it were possible to do so, even if it was smaller than the sizes discussed below.

It is also important to note that these guidelines relate only to existing off street spaces, where a resident permit scheme is in operation or about to be introduced, and they have no link to the dimensions required for a new vehicle cross over, which are judged using different criteria.

A standard car parking space is 4.8 metres long by 2.4 metres wide, and is a starting point for consideration. The average length of a car today is about 4.5m with a width of about 1.8m, with larger family cars being about 4.8m long. A garage length of 5.0m should therefore be able to comfortably accommodate the vast majority of cars on the road. The width of cars varies less than the length and although 2.4m would be a sufficient width to be able to park a car in a garage, an extra width of 20 centimetres should be allowed to allow the driver to get in or out of the vehicle. This therefore gives a minimum size for a garage of 5.0m long by 2.6 m wide.

For hard standings and driveways, the standard space size of 4.8m by 2.4m should be sufficient as a minimum, where the space is unobstructed on at least two non-parallel sides. If however there is a structure (e.g. a wall, fence or cultivated hedge) on both sides, the minimum width should be the same 2.6m as for a garage. If the space is accessed through gates, the minimum length should be extended to accommodate the opening and closing of the gates.

Where there are two off street spaces in a line, the minimum length should be extended to 10m to allow some clearance between the two vehicles. If there are two off street spaces in parallel with each other, width should be extended to 5.0 metres if there is a structure on one side and to 5.2 metres if there is a structure on both sides of the spaces.

**Runnymede Borough Council**

**PLANNING COMMITTEE**

**Wednesday 22 March 2023 at 6.30 pm**

**A D D E N D U M**

**Item 5A RU.22/0776: Weybridge Business Park, Addlestone Road, Addlestone**

**Amended recommendation to:**

**To approve the application subject to the ~~Environment Agency~~ ~~Withdrawing their objection to the development and the completion of a section 106 and recommended planning conditions.~~**

**Commentary-**

Since the publication of the Committee Report the Environment Agency (EA), in their role as the statutory consultee on flood risk, have **withdrawn their objection with regard to flood risk**. They have therefore confirmed that the proposed development would NOT present an obstruction which could impede flood flow and would not increase the risk of flooding to the surrounding area.

The EA still maintains their objection in terms of hard landscaping within the buffer zone of the Addlestone Bourne. This objection has already been addressed in paragraph 7.8.9 of the Committee Report and the conclusions of officers are that the proposal, in terms of built form, would result in less development adjacent to this river. The proposal would also not result in any increased overshadowing on the water course. The Committee Report sets out (in paragraph 7.8.9) that there is not any policy forming a certain buffer zone regarding the Addlestone Bourne. However, policy EE12: Blue infrastructure does set out that proposals will be *supported* where appropriate:

*“to enable public access to Blue Infrastructure, including through providing undeveloped buffer zones (8m minimum for main rivers and 5m minimum for ordinary water courses)”.*

This channel of the Addlestone Bourne does not have public access path along this stretch. The existing access to building(s) 200 goes over the Addlestone Bourne channel. The proposal retains this access. In addition, as existing, there is a small part of the parking areas within 8m of the Addlestone Bourne. This planning application is not proposing to extend this hardstanding and parking area any further toward the boundary with the Addlestone Bourne. During the consideration of this planning application the applicant has already sought to reduce any development along the site boundary, but any further reduction would impact on parking provision.

Therefore, the EA's objection regarding an undeveloped buffer zone, where one does not currently exist is not one which is supported by officers.

**Additional letters of representation**

Since the publication of the agenda, x1 letter of representation has been received from the Surrey Chamber of Commerce supporting the planning application as it will contribute to the economic growth of Surrey and complies with Development Plan policies. X2 further letters of objection have been received, however these are both from existing objectors and do not raise new objections to the scheme.

A copy of a letter sent from the Weybridge Society to Local Councillors has been submitted. This sets out the concerns from the society about the impact on health resulting from this development and potential HGV's and light vans and the impact on health to people of Weybridge.

### **Commentary-**

It is recognised that health is a material consideration and has been considered in the Committee Report. Through this planning application the Section 106 legal agreement will secure both a Employment Travel Plan to reduce employees travelling to and from the site by private vehicle but also a Delivery Service Management Plan which would require each new user of the building to:

- demonstrate that goods and services can be achieved, and waste removed, in a safe, efficient and environmentally-friendly way.
- Identify deliveries that could be reduced, re-timed or even consolidated, particularly during busy periods. Improve the reliability of deliveries to the site.
- Reduce the operating costs of occupants and freight companies.
- Reduce the impact of freight activity on local residents and the environment.

In addition to this 20% active and 20% passive Electric Vehicle Charging points are proposed as part of this planning application.

In addition to this, Air Quality Assessment and Construction Environmental Management Plan (CEMP) have been submitted in support of this planning application. This states that the development will seek to minimise possible disruption to the adjacent properties and the public and to reduce the impact of activities on air quality during construction.

In summary this planning application will secure a number of measures to improve the manner in which employees and deliveries will come to and from the site. Measures which are currently not in place for the site to operate in its existing use.

### Amended paragraph 7.5.11.:

*“... The evidence provided demonstrates that the vehicle movements associated with the proposed development would not result in an increase in overall vehicle trips (those to and from the site) during peak hours, ~~apart from if all the units were in a parcel distribution use whereby the overall increase in vehicle trips would only be 10.~~ Therefore, it is not considered that the proposed development would have a severe impact on the road network.”*

### **Commentary-**

The above amendment is required as the TRIC data scenario modelled shows that even if all 3 of the proposed buildings were modelled as being in a parcel distribution use at peak times the proposed development would result in a net reduction of vehicle trips when compared against the existing office use of the site. This is as per the summary table contained in Committee Report.

### Section 11 – Recommendation: Add informative:

The Environmental Permitting (England and Wales) Regulations 2016 require a permit or exemption to be obtained for any activities which will take place:

- on or within 8 metres of a main river (16 metres if tidal)
- on or within 8 metres of a flood defence structure or culverted main river (16 metres if tidal)
- on or within 16 metres of a sea defence
- involving quarrying or excavation within 16 metres of any main river, flood defence (including a remote defence) or culvert
- in a floodplain more than 8 metres from the river bank, culvert or flood defence structure (16 metres if it's a tidal main river) and you don't already have planning permission