



Gravesham Borough Council

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Highways and Transportation

Kroner House
Eurogate Business Park
Ashford
TN24 8XU

Tel: 03000 418181

Date: 24 October 2024

Our Ref: AC4DB

Application - GB/20240831

Location - Manor Hotel , Hever Court Road, Gravesend, Kent DA12 5UQ

Proposal - Alterations to the existing hotel to create a business hub (office use) providing offices for rent, and the development of the existing overspill car parking area situated to the east of the existing hotel to provide a B8 storage facility.

Thank you for your consultation in relation to the above planning application. I have the following comments to make with respect to highway matters :-

The development proposals consist of the conversion of the existing hotel function room and kitchen to a business hub consisting of 12x B1 office units (319sqm) and the development of a 58x B8 self-storage units (812sqm).

The existing access is proposed to be reconfigured to reduce it from 15m wide to 10m wide. The entrance gates appear to be set back more than 5.5m from the highway and this is acceptable. Paragraphs 4.32 and 4.34 of the Transport Statement refer to swept paths plans 410.066123.00001-TR100 Rev A and 410.066123.00001-TR101 Rev A, for a refuse vehicle and 8m box van accessing the site respectively, but these have not been appended to the document and are required, in order to demonstrate that these vehicles can access and egress the site in a forward gear.

The dimensions of the car park are not clear. Please provide a scaled plan showing the dimensions of the parking bays, motorcycle bays and aisle widths, to confirm they meet the preferred sizes set out in SPG4 (5m x 2.5m for cars, 2.5m x 1.5m for motorbikes, aisle width of 6m). 2.4m x 43m visibility splays (or where this is not possible, splays meeting or exceeding the existing splays), should also be shown for the access so they can be conditioned to any permission granted.

The proposed parking provision of 45 car parking spaces (including one disabled bay and two oversized bays) and three motorbike spaces for the hotel and office, with additional unmarked spaces for the self-storage units, is considered to be acceptable.

Drivers wishing to access the motorcycle bays are required to cross the footway, which will create a conflict with pedestrians. The bays should be relocated.

12 cycle parking spaces are to be provided, which exceeds the standard and is welcome. The

spaces must be covered.

The proposals include one active electric vehicle charging space, with passive provision for a further 10 spaces. This is acceptable.

The trip rates and anticipated trip generation are acceptable and the net impact on the highway network is not considered to be severe.

Whilst not required by planning, it is requested that Travel Information Packs are supplied to people renting the office space, informing them of the sustainable travel options to/from the site.

Conclusion

Whilst the principal of the development is acceptable, I would like to place a holding objection on the application until the above additional information has been provided and accepted. Should the LPA be minded to grant planning permission prior to this being accepted by KCC, I request the following conditions are secured:

Conditions

- Revised access arrangements, parking provision and general layout to be provided in line with drawing D-04 Rev E, prior to first occupation and permanently maintained. Parking provision to include 44 standard parking bays, one disabled bay, two oversized bays and three motorbike bays, with additional unmarked spaces for the self-storage units.
- A minimum of one active electric charging bay and 10 passive charging bays to be provide prior to occupation and permanently maintained. Active chargers must be provided to Mode 3 standard (providing up to 7kw) and SMART (enabling Wifi connection). Passive provision must include ducting and cabling.
- A minimum of 12 covered cycle spaces to be provided prior to occupation and permanently maintained.
- 2.4m x 43m visibility splays (or where this is not possible, splays that meet or exceed the existing visibility) at the site access, to be provided prior to occupation and permanently maintained, with no obstruction over 0.6m within the splays.
- Submission of a Construction Management Plan prior to commencement, to include the following:
 - (a) Routing of construction and delivery vehicles to / from site.
 - (b) Parking and turning areas for construction and delivery vehicles and site personnel, which may require supporting vehicle tracking/swept paths.
 - (c) Timing of deliveries, avoiding network and school peaks where possible.
 - (d) Provision of wheel washing facilities.
 - (e) Measures to prevent the discharge of surface water onto the highway.
 - (f) Temporary traffic management / signage.

It is important to note that Local Planning Authority (LPA) permission does not convey any approval to carry out works on or affecting the public highway.

Any changes to or affecting the public highway in Kent require the formal agreement of the Highway Authority, Kent County Council (KCC), and it should not be assumed that this will be a given because LPA planning permission has been granted.

For this reason, anyone considering works which may affect the public highway, including any highway-owned street furniture or landscape assets such as grass, shrubs and trees, is advised to engage with KCC Highways and Transportation at an early stage in the design process.

Across the county there are pieces of land next to private homes and gardens and near the highway that do not look like roads or pavements but are actually part of the public highway.

Some of this highway land is owned by Kent County Council whilst some is owned by third party owners. Irrespective of the ownership, this land may have 'highway rights' over the topsoil.

Works on private land may also affect the public highway. These include works to cellars, to retaining walls which support the highway or land above the highway, and to balconies, signs or other structures which project over the highway. Such works also require the approval of the Highway Authority.

Kent County Council has now introduced a pre-application advice service in addition to a full formal technical approval process for new or altered highway assets, with the aim of improving future maintainability. Further details are available on our website below:

<https://www.kent.gov.uk/roads-and-travel/highway-permits-and-licences/highways-permissions-and-technical-guidance>.

This process applies to all development works affecting the public highway other than applications for vehicle crossings, which are covered by a separate approval process. Further details on this are available on our website below:

<https://www.kent.gov.uk/roads-and-travel/highway-permits-and-licences/apply-for-a-dropped-kerb/dropped-kerb-contractor-information>

Once planning approval for any development has been granted by the LPA, it is the responsibility of the applicant to ensure that before development commences, all necessary highway approvals and consents have been obtained, and that the limits of the highway boundary have been clearly established, since failure to do so may result in enforcement action being taken by the Highway Authority.

The applicant must also ensure that the details shown on the approved plans agree in every aspect with those approved under the relevant legislation and common law. It is therefore important for the applicant to contact KCC Highways and Transportation to progress this aspect of the works prior to commencement on site.

Further guidance for applicants, including information about how to clarify the highway boundary and links to application forms for vehicular crossings and other highway matters, may be found on Kent County Council's website:

<https://www.kent.gov.uk/roads-and-travel/highway-permits-and-licences/highways-permissions-and-technical-guidance>. Alternatively, KCC Highways and Transportation may be contacted by telephone: 03000 418181.

Yours faithfully

Director of Highways & Transportation

*This is a statutory technical response on behalf of KCC as Highway Authority. If you wish to make representations in relation to highways matters associated with the planning application under consideration, please make these directly to the Planning Authority.