

WEST SUSSEX COUNTY COUNCIL CONSULTATION

TO:	Mid Sussex District Council FAO: Joanne Fisher
FROM:	WSCC – Highway Authority
DATE:	12 May 2025
LOCATION:	Hollyrood House Ardingly Road Lindfield Haywards Heath West Sussex RH16 2RA
SUBJECT:	DM/24/2922 Removal of outbuildings and alterations to the existing buildings and hardsurfaces to allow for a change of use from Class C2 (residential institution) use to a Class C3 (dwellinghouse) use to provide 3 no.1-bed flats, 14 no. 2-bed flats, and 2 no. 3-bed two storey dwellings (and retaining Holy Rood Cottage as a 3-bed dwelling), together with 37 no. car parking spaces, private and communal amenity spaces, landscaping, bin and cycle stores. Alterations to existing access points onto and from Ardingly Road and Park Lane. More information received from Joanne Fisher's email on 18th February 2025.
DATE OF SITE VISIT:	3 January 2025
RECOMMENDATION:	Advice

This is the second WSCC Highways response to the above planning application seeking removal of outbuildings and alterations to the existing buildings and hard surfaces to allow for a change of use from Class C2 use (residential institution) to a Class C3 use (dwellinghouse) to provide 3 no.1-bed flats, 14 no. 2-bed flats, and 2 no. 3-bed two storey dwellings (and retaining Hollyrood Cottage as a 3-bed dwelling), together with 37 No. car parking spaces, private and communal amenity spaces, landscaping, bin and cycle stores plus alterations to existing access points at Ardingly Road and Park Lane.

This response should be read alongside previous WSCC Highways responses dated 6 January 2025 and 10 March 2025.

Previous Highway Authority response.

In its previous response dated 6 January 2025, the Highway Authority requested that additional information (the black text) be provided to enable the Highway Authority to consider the proposal further. The details of that is set-out in the main text of the previous response but summarised below. Comments in *red italic* text are comments from the Highway Authority's response of 10 March 2025 and comment in blue beneath, latest Highway Authority comments following submission of further information in email from the case officer to the author dated 28 March 2025:

1. Plan demonstrating how visibility splays onto Ardingly Road meet appropriate Design Standards.
2. Plan showing forward visibility splays at Park Lane access.
3. Trip rates and tables showing peak hour traffic impacts for both existing/previous use and proposed use, and comparisons thereof. To include use of new TRICS-based trip rates for the houses.
4. Provision of traffic impact assessment of the development at junction of Ardingly Road with Park Lane.
5. Plan showing provision of hard standing areas on both sides of Ardingly Road plus consideration of real time passenger information, shelters and lighting at stops (and that these be included in a Stage 1 Road Safety Audit).
6. Plan showing increased EV 'active' provision (to also confirm that remainder will include 'passive' provision).
7. Further swept-path analysis of a service vehicle using the Ardingly Road access point to minimise 'over-sweep'.
8. Swept path of service vehicle turning left into Park Lane access.
9. Clarification about cycle parking stands to be used and confirmation that all will be covered.
10. A Stage 1 Road Safety Audit of both access points (Ardingly Road and Park Lane) plus Road Safety Audit Decision Log.
11. Provision of latest three-years of PIA records.

Latest response.

Comments below in *red italic* text are the responses to the points raised previously:

1. Plan demonstrating how visibility splays onto Ardingly Road meet appropriate Design Standards.
The Highway Authority has examined the measured speeds to determine the geometric parameters, with the result being that the 85th % tile speeds being considered to be acceptable to use on this occasion. As a result, the applicant proposes the maximum achievable visibility splays based on the constraints of the site – so 146m in the leading traffic direction (so looking north from the access point to Ardingly Road) and 113m in the trailing traffic direction (so looking south from the access point). Based on DMRB criteria for a road with a measured speed of 50mph (the 85th % tile speeds recorded on Ardingly Road by the applicant are slightly less at circa. 49mph), visibility splays should be 160m in both directions. However, at 'one step below' the minimum criteria as also set out in DMRB, splays could be 120m in both directions. Therefore, the vision splay in the leading traffic direction would exceed this by 26m, whereas the splay of 113m in the trailing traffic direction would be slightly less (by 7m). Therefore, as this is predominantly an existing situation being improved which would marginally increase traffic flows only in the PM peak period with an overall reduction in daily traffic flows generated by the site compared to the previous use and, additionally, in consideration of the existing PIA data showing no incidents at the access point, the Highway Authority is satisfied with the access arrangements proposed with regard to visibility splays, subject to the Road Safety Audit recommendation of a 500mm 'buffer' zone also being provided and maintained to minimise vegetation encroachment on the visibility splays.

The recommendation in the Safety Audit recommends that the foliage either-side of the access be cut back with sufficient clearance behind the junction visibility splays to minimise future maintenance and limit the risk of obstruction to the emerging driver's view. The applicant has responded to this by saying that Drawing No. 24044-001 (visibility splays) has been amended to include reference

to foliage behind visibility splays (within 500mm and within the site) to be cut back to minimise future maintenance and limit the risk of obstructions to the emerging driver's view.

2. Plan showing forward visibility splays at Park Lane access.
Drawing No. 24044-003, produced by Vision Transport Planning, has attempted to show this. However, the splay from a vehicle traveling eastbounds towards a vehicle waiting to turn right into the site has not been shown. As such, the applicant should provide a further plan showing forward visibility splays based on the recorded 85 % tile speeds and to the correct point.

Drawing 24044-003 was previously submitted to present forward visibility splays within Park Lane, adjacent to the secondary site access (to Park Lane). The Highway Authority requested that an additional forward visibility splay be added for a vehicle traveling eastbound towards a vehicle waiting to turn right into the site access. This splay has been added to Drawing 24044-003 (now Rev A) and the updated drawing has been attached as Appendix A found in the latest Technical Note.

As can be seen from the appended drawing, forward visibility in the eastbound direction is limited to circa 45 metres (when indicated to a car turning right into the site access and assuming highway margins in accordance with the plan provided by WSCC).

The Highway Authority notes that the available forward visibility, in the eastbound direction, is below the SSD based on the corresponding 85th percentile speed. However, the applicant explains that the restriction to forward visibility is an established feature of this part of the highway network and there have been no recorded Personal Injury Collision's (PICs) within the last 10 years (reference crashmaps.co.uk) within the vicinity of the bend. Alongside this, the development proposals will neither increase flows around the bend nor increase trips via the site's Park Lane access (with a net reduction in overall traffic attraction identified) and as such, the Highway Authority agrees with the applicant's conclusion that the proposals will not adversely impact on this part of the road network.

3. Trip rates and tables showing peak hour traffic impacts for both existing/previous use and proposed use, and comparisons thereof. To include use of new TRICS-based trip rates for the houses.
Table 1.7 found in the new Technical Note produced by Vision Transport Consultants demonstrates that the development proposals would be anticipated to give rise to a minor reduction of 4 vehicular trips (to/from the site) during the AM peak period and give rise to a minor increase of 4 vehicular trips during the PM peak period. Additionally, the document states that the submitted TRICS analysis demonstrates that the development proposals are anticipated to give rise to a material decrease in vehicular trips attracted to the site on a daily basis, with a circa 30% decrease in daily vehicular trip attraction associated with the site being identified (when compared to the baseline scenario). Furthermore, it says that the development proposals would also result in a reduction in servicing trips associated with the site.

4. Provision of traffic impact assessment of the development at junction of Ardingly Road with Park Lane.

From the TRICS analysis presented in the new Technical Note, the applicant concludes that the development proposals would result in a positive impact (reduction in traffic attraction) across the course of the day and also during the AM peak period. As documented in point 3 above, the TRICS analysis does identify a minor increase in vehicular trips during the PM peak period, with a small increase of 4 vehicular trips (combined arrivals and departures) being identified. This represents an additional trip every 15 mins during the PM peak period (with a similar reduction in the AM peak period). Allowing for the distribution of trips to the north (via Ardingly Road), the south (via Ardingly Road) and the east (via Park Lane), the applicant anticipates that the development proposals may give rise to circa 2-3 additional vehicular trips via the Ardingly Road/Park Lane junction during the PM peak period (with a similar reduction in trips during the AM peak). The increase in trips during the PM peak period represents an additional vehicular movement (through the junction) every 20-30 minutes and as such, this would amount to having a negligible impact on the operation of the junction.

5. Plan showing provision of hard standing areas on both sides of Ardingly Road plus consideration of real time passenger information, shelters and lighting at stops (and that these be included in a Stage 1 Road Safety Audit).

*Drawing No. 24044-004 shows Kassel-style kerbs alongside new hardstandings and ramps with tactile paving to aid the passage of pedestrians across Ardingly Road. As buses generally have air suspension nowadays allowing them to raise and lower without the requirement for raised-height kerbs like the Kassel-type offer, it may be that the raised kerbs are not required. As such, while the improvements are welcomed, final details about kerbing will need to be agreed at the S278 detailed design stage following discussions with local bus providers and S278 engineers as will ongoing maintenance of said areas to include regular trimming of vegetation alongside to ensure that both users and the stops themselves remain visible. **All that isn't shown or referred to in the Technical Note is reference to real-time passenger information displays, as requested in the previous WSCC Highways response. These (and the bus hardstanding works) should be secured by S106 Agreement.***

In letter from Vision Transport Planning dated 20 March 2025, reference No. 224044MS, the consultant confirms that the Applicant is willing to agree to a S106 obligation or contribution that secures the provision of real-time passenger information (RTPI) displays for the two bus stops within Ardingly Road (adjacent to the site access). Drawing 24004-004 (now Rev A) has been updated to make reference to the provision of RTPI and a copy of this updated drawing has been attached as Appendix B in the latest Technical Note. Final design details (such as the type of kerbing) can be agreed at the S278 detailed design stage.

6. Plan showing increased EV 'active' provision (to also confirm that remainder will include 'passive' provision).

Drawing 3404-23, attached as Appendix E in the Technical Note, details how in excess of 49% of the proposed car parking spaces (20 spaces) will be provided with access to EV charging facilities.

Drawing 3404-23 identifies the spaces that will be provided with access to 'active' EV charging facilities along with the type of charging facilities that will be

provided. The Technical Note says that the remaining spaces (19 spaces) will be provided with 'passive' provision.

The provision and specification of EV charging facilities to be secured through an appropriate planning condition or through Buildings Regulations approvals, whichever is appropriate.

7. Further swept-path analysis of a service vehicle using the Ardingly Road access point to minimise 'over-sweep'.
Taking into account the frequency of occurrence (i.e. once a week), widening the junction to remove centreline overruns would result in too large a junction which could encourage higher entry and exit speeds and would also have a large impact on the vegetation surrounding the entrance. As visits by service vehicles would be so infrequent (and less than the previous use) and the presence of a large refuse vehicle would also be easily identifiable to other highways users upon entry and exit, the proposed access arrangements (including that recommended in the Road Safety Audit) would be acceptable on this occasion.
8. Swept path of service vehicle turning left into Park Lane access.
The Technical Note states that all refuse collection would be carried out using the Ardingly Road site access. The Note continues by saying that the site layout has been designed to accommodate refuse vehicle turning within the site, or alternatively, the refuse vehicle can pass through the site and depart via the Park Lane access (with all of these movements being tracked). Updated swept path analysis has been attached as Appendix F in the Technical Note, which now excludes the analysis of a refuse vehicle turning into the site from Park Lane. The applicant says that the refuse collection strategy is similar to the established arrangements and the access arrangements enhance access for refuse vehicles through the widening of both the Ardingly Road and the Park Lane accesses.
9. Clarification about cycle parking stands to be used and confirmation that all will be covered.
Cycle parking is now shown and documented in the latest Transport Technical Note. However, the two-tiered/stacked cycle parking should be altered to a single-level arrangement using Sheffield Stands (or very similar). This is because two-tiered arrangements do not suit every user and are not designed for adapted cycles. Therefore, any final scheme should show a change to this.

The site layout plan has been updated to show that the two-tier cycle parking provision has been replaced with single storey secure cycle parking provision. To accommodate this, the applicant has moved the accessible cycle parking area. This is all shown on revised site layout drawing attached as Appendix C in the latest Technical Note. Details of the alternative 'single storey' cycle storage have been provided as Appendix D, also found in the latest Technical Note.

10. A Stage 1 Road Safety Audit of both access points (Ardingly Road and Park Lane) plus Road Safety Audit Decision Log.
This has now been undertaken and comments received. One 'problem' was identified by the Audit Team which was to do with vegetation set-back to maintain visibility splays. The applicant (the Design Organisation) has accepted this and agreed to incorporate the recommendation. The Highway Authority (the Overseeing Authority) also accepts the recommendation and the Design

Organisation's response to it. A copy of the agreed Road Safety Decision Log will be provided under separate cover.

11. Provision of latest three-years of PIA records.

Further information has been provided following the Highway Authority's request. The applicant has undertaken a review of personal injury accidents that have occurred within the public highway, within 250 metres of each of the site accesses and at the junction of Ardingly Road/Park Lane for the period 2018-2022 inclusive. However, the Highway Authority has interrogated later data and found that in November 2024, one (1) PIA was recorded just outside of the study area examined on Ardingly Road, opposite its junction with Park Lane. Regrettably, this resulted in fatal injuries to the driver of the vehicle. No other records appear within the study area throughout the periods considered, at or close to the primary point of access to the site to/from Ardingly Road, nor at the junction of Ardingly Road with Park Lane, nor on Park Lane in proximity of the secondary access to the development site.

Conclusion.

Should the LPA be minded to approve the development, the Highway Authority recommends that any planning permission be subject to the following:

S106 Agreement (to secure):

- Real-time passenger information and associated accompanying bus stop pole improvements (plus kerbing alterations, to be determined at detailed design stage) at the east and west sides of Ardingly Road adjacent to the site access point (including timing of installation)

And,

Planning conditions:

1. Access

No part of the development shall be occupied until such time as the vehicular accesses, including visibility splays, serving the development have been constructed in accordance with the approved plans (including requirements of any Road Safety Audits).

Reason: In the interests of road safety.

2. Internal layout

No part of the development shall be occupied until the internal access road(s), footways, and casual parking areas serving the development have been constructed in accordance with the approved layout drawings.

Reason: To secure satisfactory standards of access for the proposed development.

3. Car parking space

No dwelling shall be occupied until the car parking has been constructed in accordance with the approved plans. Once provided the spaces shall thereafter be retained at all times for their designated purpose.

Reason: To provide car-parking space for the use.

4. EVC Parking Spaces

No part of the development shall be first occupied until Electric Vehicle Charging spaces have been provided in accordance with plans and details submitted to and approved by the Local Planning Authority.

Reason: To provide EVC charging points to support the use of electric vehicles in accordance with national sustainable transport policies.

(*Condition 4 is only necessary if Building Regulations are not used to determine EVC provision)

5. Cycle parking

No dwelling shall be first occupied until covered and secure cycle parking spaces serving the respective dwelling have been provided in accordance with the approved plans.

Reason: To provide alternative travel options to the use of the car in accordance with current sustainable transport policies.

6. Construction Management Plan

No development shall take place, including any works of demolition, until a Construction Management Plan has been submitted to and approved in writing by the Local Planning Authority for each phase of the development. Thereafter the approved Plan shall be implemented and adhered to throughout the entire construction period. The Plan shall provide details as appropriate but not necessarily be restricted to the following matters:

- the anticipated number, frequency and types of vehicles used during construction,
- the method of access and routing of vehicles during construction,
- the parking of vehicles by site operatives and visitors,
- the loading and unloading of plant, materials and waste,
- the storage of plant and materials used in construction of the development,
- the erection and maintenance of security hoarding,
- the provision of wheel washing facilities and other works required to mitigate the impact of construction upon the public highway (including the provision of road sweepers and any temporary Traffic Regulation Orders),
- details of public engagement both prior to and during construction works.

Reason: In the interests of highway safety and the amenities of the area.

INFORMATIVES

1. Works within the Highway – Implementation Team

The applicant is required to obtain all appropriate consents from West Sussex County Council, as Highway Authority, to cover the off-site highway works. The applicant should contact the Implementation Team Leader (01243 642105) to commence this process. The applicant is advised that it is an offence to undertake any works within the highway prior to the S278 Agreement being in place.

The applicant is advised that it is an offence to undertake any works within the highway prior to the agreement being in place.

2. Temporary Works Required During Construction

The applicant is advised of the requirement to enter into early discussions with and obtain the necessary licenses from the Highway Authority to cover any temporary construction related works that will obstruct or affect the normal operation of the public highway prior to any works commencing. These temporary works may include, the placing of skips or other materials within the highway, the temporary closure of on-street parking bays, the imposition of temporary parking restrictions requiring a Temporary Traffic Regulation Order, the erection of hoarding or scaffolding within the limits of the highway, the provision of cranes over-sailing the highway.

3. *Temporary directional signs to housing developments*

The applicant is advised that they must apply and obtain approval from West Sussex County Council as Highway Authority for all temporary directional signs to housing developments that are to be located on the highway. Further details of the process and how to apply are available here <https://www.westsussex.gov.uk/roads-and-travel/information-for-developers/temporary-development-signs/#overview>

Tim Townsend
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