

DELEGATED FILE NOTE

CASE OFFICER: ...Vicki Wood.....

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
26/01587/FPH	Single storey rear extension. Insertion of rear box dormer and 3 front rooflights to facilitate conversion of loft space into habitable accommodation. Repositioning of front door and alterations to fenestration.	39 Kimberley Letchworth Garden City Hertfordshire SG6 4RB

Submitted Plan Nos

Location Plan 39/01 39/02 39/03

1.0 Policies

1.0 **Local and National Policy**

1.1 **National Planning Policy Framework (NPPF) (2024)**

Section 2 – Achieving sustainable development

Section 12 – Achieving well-designed places

Section 14 - Meeting the challenges of climate change, flooding and coastal change

1.2 **North Hertfordshire Local Plan (2011-2031)**

Strategic Policies

Policy SP1 – Sustainable Development in North Hertfordshire

Policy SP2 – Settlement Hierarchy and Spatial Distribution

Policy SP9 – Design and Sustainability

Development Management Policies

Policy D1 – Sustainable design

Policy D2 – House extensions, replacement dwellings and outbuildings

Policy D3 – Protecting living conditions

Policy T2 – Parking

1.3 **Supplementary Planning Design (SPD)**

NHC Sustainability (2024)

2.0 **Relevant Site History**

2.1 Planning permission was refused under reference 17/02548/1 for a two storey rear extension to the existing house to create 2 x one bedroom dwellings. The application was later dismissed on appeal under reference APP/X1925/W/18/3211920 dated 18th June 2019.

3.0 **Representations**

3.1 **Site and Neighbour Consultation** – None received.

3.2 **LGCHF** – None received.

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

4.1.1 The application site is located on the western side of Kimberley which is a predominantly residential street fronted by two-storey dwellings of varying design, mostly forming short terraces, but with occasional semi-detached and detached dwellings. Many of the dwellings benefit from extensions, however extensions at roof level are non-existent in the immediate vicinity. Whilst the rear elevation and its roof slope are somewhat obscured by the presence of the attached neighbouring property to the south, known as No.39a Kimberley, longer views of the roof slope exist in part when viewed from Stoneley to the west accessed via the footpath directly south of No.39a Kimberley.

- 4.1.2 The application site is within the settlement boundary for Letchworth where development is generally acceptable subject to policy requirements.

4.2 **Proposal**

- 4.2.1 Single storey rear extension. Insertion of rear box dormer and 3 front rooflights to facilitate conversion of loft space into habitable accommodation. Repositioning of front door and alterations to fenestration.

4.3 **Key Issues**

- 4.3.1 The key issues for consideration are as follows:

- The acceptability of the design of the proposed development and its resultant impact on the character and appearance of the dwelling and area.
- The impact that the proposed development would have on the living conditions of neighbouring properties.
- The impact that the proposed development would have on car parking provision in the area.
- The impact that the proposed development would have on the environment.

Design and Appearance

- 4.3.2 The National Planning Policy Framework (NPPF) include those seeking to secure the creation of high quality, beautiful and sustainable buildings and places (Section 12 – Achieving well-designed places). Paragraph 131 of the NPPF states that “*Good design is a key aspect of sustainable development, creates better places in which to live and work and helps make development acceptable to communities*”. Policies D1 and D2 of the Local Plan are consistent with these objectives and support the delivery of well-designed sustainable development.
- 4.3.3 The proposed extension would extend across the full width of the existing rear elevation and project approximately 3.0 metres beyond it. The extension would incorporate a flat roof with a height of 3.0 metres. Openings would comprise a set of bi-folding doors within the rear elevation serving the garden area. The extension would be constructed using materials that match, or closely complement, those of the existing dwelling, ensuring a cohesive appearance and an appropriate visual relationship with the host property. Given its modest scale, limited projection and single storey form, the extension is considered a sympathetic addition that would not adversely affect the character or appearance of the dwelling or the surrounding area.
- 4.3.4 The proposal includes the construction of a full-width dormer extension within the rear roof slope of the dwelling. The dormer would be in line with the existing ridge height and inset from the eaves. Three windows are proposed within the rear elevation of the dormer, providing additional habitable accommodation and increasing the dwelling from a two bedroom to a four bedroom dwelling. Whilst there are no dormer extensions in the immediate vicinity, the relatively shallow rear roof slope of the dwelling, together with the limited public views available from the rear, would reduce the visual prominence of the development. Furthermore, the dormer would remain well contained within the roof form and would not appear unduly dominant or incongruous to the host property or to the character and appearance of the street scene and surrounding area.

- 4.3.5 To the front elevation of the dwelling, three rooflights are proposed within the existing roof slope to provide additional natural light to the accommodation created by the proposed dormer extension. Whilst there are no roof lights within roof slopes in the immediate vicinity, the proposed roof lights would be modest in scale and flush fitting within the roof plane and would not appear visually prominent within the street scene or result in harm to the visual amenities of the surrounding area.
- 4.3.6 In addition to the above, a minor alteration is proposed to the front elevation of the dwelling through the repositioning of the principal entrance door. Whilst this change would result in the removal of an existing circular feature window at ground floor level, the alteration would constitute a relatively modest change to the overall appearance of the dwelling and would not result in significant harm to the character and appearance of the host dwelling.
- 4.3.7 I am satisfied that the scale, form and proportions of the proposed development, along with its overall design are acceptable and in accordance with Policies D1 and D2 of the Local Plan and Section 12 of the NPPF.

Impact on Neighbouring Properties:

- 4.3.8 A core planning principle set out in the NPPF is to always seek to secure a good standard of amenity for all existing and future occupants of land and buildings. This principle is reflected in the provisions of Policy D3 of the Local Plan.
- 4.3.9 I am satisfied that the proposed extensions, by virtue of their positions on the property and their relationship to existing built form, would not impact existing residential amenity to any significant degree and would be in accordance with Policy D3 of the Local Plan and Section 12 of the NPPF.

Highways and Parking:

- 4.3.10 The dwelling is served by sufficient off-street parking spaces which would remain unaffected by the proposed development.

Biodiversity Net Gain (BNG)

- 4.3.11 The development is not subject to the statutory biodiversity gain condition because it falls within an exemption provided by Schedule 7A to the Town and Country Planning Act 1990 and/or the Biodiversity Gain Requirements (Exemptions) Regulations 2024 (as amended).

Environmental Implications

- 4.3.12 The Council's Sustainability Supplementary Planning Document (2024) seeks to ensure that new developments are future proofed against the challenge of climate change.
- 4.3.13 Section 14 of the NPPF sets out how the planning system should support the transition to a low carbon future. The principles set out in Section 14 are reflected in Policy D1 of the Local Plan, which sets out that development proposals should take all reasonable opportunities to reduce energy consumption and waste, retain existing vegetation and propose new appropriate planting, and future proof for changes in technology and lifestyle.

- 4.3.14 Based on the details submitted, the proposed development, is unlikely to have any significant implications for the local environment in terms of carbon emissions and therefore would be generally in compliance with Policy D1 of the Local Plan and Section 14 of the NPPF.

4.4 **Conclusion**

- 4.4.1 The proposed development is considered acceptable and in accordance with Policies SP1, SP9, D1, D2 and D3 of the Local Plan 2011-2031 and Sections 2, 12 and 14 of the NPPF 2024.

4.5 **Alternative Options**

- 4.5.1 N/A

4.6 **Pre-Commencement Conditions**

- 4.6.1 N/A

5.0 **Recommendation**

- 5.1 That planning permission be **GRANTED** subject to the following conditions:

1. The development hereby permitted shall be begun before the expiration of 3 years from the date of this permission.

Reason: To comply with the provisions of Section 91 of the Town and Country Planning Act 1990 as amended by Section 51 of the Planning and Compulsory Purchase Act 2004.

2. The development hereby permitted shall be carried out wholly in accordance with the details specified in the application and supporting approved documents and plans listed above.

Reason: To ensure the development is carried out in accordance with details which form the basis of this grant of permission.

3. The extensions hereby permitted shall be built in external materials to match the existing dwellinghouse unless otherwise agreed in writing by the Local Planning Authority.

Reason: To protect the visual amenities of the locality and to comply with Policies D1 and D2 of the North Hertfordshire Local Plan 2011 to 2031.

Proactive Statement:

Planning permission has been granted for this proposal. Discussion with the applicant to seek an acceptable solution was not necessary in this instance. The Council has therefore acted proactively in line with the requirements of the Framework (paragraph 38) and in accordance with the Town and Country Planning (Development Management Procedure) (England) Order 2015.

Signed  Shaun Greaves Determining Officer	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Date: 14 August 2026	