

DELEGATED FILE NOTE

CASE OFFICER: ...William Thompson.....

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
25/02771/FPH	First floor front extension and insertion of rear rooflight and relocate side rooflight to facilitate loft conversion into habitable accommodation. Alterations to fenestration.	3 Pirton Road Hitchin Hertfordshire SG5 2BD

Submitted Plan Nos

3956 20 3956 06A 3956 07 3956 21 3956 22

1.0 Policies

D1 Sustainable design

D2 House exts, replcmnt dwellings outbuild

D3 Protecting living conditions

T2 Parking

SECN12 Achieving well-designed places

SECN14 Meeting climate change,coastal,flooding

2.0 **Site History**

2.1 17/01112/1HH - Part single, part first floor side/rear extension.

Conditional Permission

3.0 **Representations**

3.1 **Neighbour consultations** – None received.

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

- 4.1.1 The application site accommodates a detached, two-storey dwelling situated on Pirton Road, Hitchin. The site benefits from a garage, a driveway and a rear garden.
- 4.1.2 A mixture of red brick and render exists along the streetscene. The streetscene includes a mixture of dwelling styles and materials.

4.2 **Proposal**

- 4.2.1 First floor front extension and insertion of rear rooflight and relocate side rooflight to facilitate loft conversion into habitable accommodation. 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 impact on the character and appearance of the area.
 - The impact of the proposed development on the living conditions of neighbouring properties.
 - Access and parking matters.
 - The impact of the proposed development on the environment.

Design

- 4.3.2 Policy D1 of the Local Plan requires that development proposals respond positively to the site's local context, retain existing vegetation and minimise the visual impact of street furniture and parking provision. Policy D2 of the Local Plan requires extensions to houses to incorporate design that is sympathetic to the main dwelling in terms of its scale, form and orientation and does not harm the character and appearance of the locality around the site. These policies are broadly consistent with Section 12 of the National Planning Policy Framework.
- 4.3.3 The proposed first floor front extension would see the existing dual-pitched, hipped roof first floor element change to a crown roof. The proposal would maintain the maximum height and width of the existing first floor element. The proposed external materials for the walls are off-white render, red facing brick arches (over the new window) and red facing brick to match existing (where the existing window is removed), toothed in. The

proposed roof tiles and window are set to match existing. The proposed flat roof element would be Single Ply membrane. The proposal would introduce a taller, full height glazed window and a rendered wall to the front elevation and a rendered wall element within the roofscape, visible from the front and side elevations. Given the use of both render and brick and the variation of first floor elements along streetscene and that the maximum height and width of the first floor element would remain unchanged, this design would be considered acceptable.

- 4.3.4 The proposed alterations to fenestration include the relocation of the rooflight and the removal of the first floor window to the east side elevation; a new rooflight serving the proposed en-suite to the rear roofslope; the replacement first floor, full height glazing window to the front elevation.
- 4.3.5 In my view, the proposal is considered to be acceptable in terms of the material palette, massing, siting and roof design and would, therefore, not cause harm to the character and appearance of the dwelling or streetscene. As such, the proposed development complies with Policy D1 and D2 of the NHLP and Section 12 of the NPPF.

Impact on Neighbours

- 4.3.6 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 NHLP.
- 4.3.7 Regarding neighbour amenity, the bulk of the development is to the front elevation and the rear elevation rooflight is conditioned to be obscure glazed. As such, it is not considered that the proposal would result in unacceptable harm upon neighbour living conditions as to be objectionable in terms of over dominance, shading or overlooking.
- 4.3.8 This development is therefore considered to be in accordance with Policy D3 of the NHLP and Section 12 of the NPPF.

Highways and Parking:

- 4.3.9 The proposal includes an increase in the number of bedrooms from 3no. to 4no.; however, the driveway would retain sufficient space for a minimum of 2no. parking spaces. Therefore, with regard to Policy T2 of the NHLP, there would be no car parking issues arising from the development.

Environmental Implications

- 4.3.10 The proposed development would be consistent with the criteria set out in Policy D1 of the NHLP '*Sustainable Design*'. There are no other significant environmental implications as a result of the proposed development.

Biodiversity Net Gain:

- 4.3.11 This is a form of development which is exempt from BNG Legislation, defined under article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2015 due it falling under the scope of the 'de minimis' exemption.

4.4 **Conclusion**

- 4.4.1 In the absence of material planning reasons to the contrary it is my view that planning permission is **GRANTED**.

4.5 **Alternative Options**

- 4.5.1 None.

4.6 **Pre-Commencement Conditions**

- 4.6.1 None.

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 rooflight on the rear elevation of the development hereby permitted shall be permanently glazed with obscure glass.

Reason: To safeguard the privacy of the occupiers of the adjacent dwelling and to comply with Policy D3 of the North Hertfordshire Local Plan 2011 to 2031.

4. The proposed crown roof ridge, hereby permitted, shall be finished with a tile ridge to match the existing roof of the dwelling.

Reason: In the interest of the design and visual amenity of the local area, to comply with policy D1 of the Local Plan 2011-2031.

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  Anne McDonald	Development Management North Hertfordshire District Council Council Offices Gernon Road Letchworth Herts SG6 3JF
Determining Officer Date: 7 January 2026	