

DELEGATED FILE NOTE

CASE OFFICER: ...Henry Thomas.....

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
26/01482/FPH	Two storey rear extension, installation of obscure glazed side facing first floor window. Conversion of garage to habitable accommodation including raising flat roof and installation of doors and glazing to front and rear elevations. Hard landscaping.	84 Howard Drive Letchworth Garden City Hertfordshire SG6 2DG

Submitted Plan Nos

A010 Rev 3 A100 A101 A105 Rev 1 A106 Rev 1

1.0 Policies

D1 Sustainable design

D2	House exts, replcmnt dwellings outbuild
D3	Protecting living conditions
SP1	Sustainable development in North Herts
SP9	Design and Sustainability
T2	Parking
SECN12	Achieving well-designed places

2.0 **Relevant Site History**

2.1 None at host property.

3.0 **Representations**

3.1 **Neighbour Consultation** – None received.

3.2 **LGCHF** – None received.

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

4.1.1 The application site comprises of a detached two-storey dwelling on the north-west side of Howard Drive within a residential part of Letchworth Garden City.

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

4.2 **Proposal**

4.2.1 Two storey rear extension, installation of obscure glazed side facing first floor window. Conversion of garage to habitable accommodation including raising flat roof and installation of doors and glazing to front and rear elevations. Hard landscaping.

4.2.2 The proposed dimensions are approx:

Rear – Two storeys with a rear gable, 4.183m deep, 6.175m wide, 5m to eaves and 7m to ridge.

Side - Single storey, 8.83m deep, 3.81m wide, flat roof at 2.758m and a rooflight extending to 2.93m.

4.2.3 The proposed materials are:

Walls – Match existing (Facing Brick).

Roof – Interlocking concrete roof tiles to pitched roofs (match existing). EPDM membrane to flat roofs.

Windows – Match existing (uPVC)

Doors – Powder coated aluminium glazed bifold doors.

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 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 objectives of 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 and beautiful 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 communities*”. In this regard, Policy D1 and D2 of the North Hertfordshire Local Plan are consistent with the objectives set out within the NPPF.

4.3.3 The proposed extension would be predominantly sited to the rear of the dwelling with only the side extension visible from the public realm. In any case, the proposed materials and roof form would be sympathetic to the existing dwelling and the street scene. The eaves and ridge would be sympathetic to the dwelling and would ensure a subordinate relationship. I therefore

consider that the scale and design of the proposed development to be compliant with policy D1 and D2.

Impact on Neighbouring Properties:

- 4.3.5 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.
- 4.3.6 The neighbours either side both have single storey projections close to the boundary. The proposed two storey extension would project slightly beyond these and would be set off the boundary by 1.13m and 3.5m respectively. In my view, the neighbouring extensions are sufficient in depth to mitigate any feelings of dominance or loss of light. The increased height of the side extension would be minimal and would not harm neighbouring amenity. The two proposed side window serve bathrooms and are therefore obscure glazed. I have recommended a condition to ensure compliance.
- 4.3.9 Due to the points raised above, the proposed development would not harm neighbouring amenity and therefore complies with Policy D3 of the Local Plan.
- 4.3.10 The site features a large garden; the acceptable design and modest scale is appropriate for the local context and therefore would not cause any harm on the amenity of future occupiers.

Highways and Parking:

- 4.3.11 The dwelling is served by off-street parking which would not be affected by the proposed development and is therefore considered to be in accordance with Policy T2 of the Local Plan.

Biodiversity Net Gain (BNG)

- 4.3.12 This is a householder application which is exempt from BNG legislation defined under article 2(1) of the Town and Country Planning (Development Management Procedure) (England) Order 2015.

Environmental Implications:

- 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 North Herts Local Plan, which sets out that development proposal 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 The proposed development, would have no significant implications for the local environment in terms of carbon emissions and therefore would be generally in compliance with Section 14 of the NPPF and Policy D1.

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 NHLP 2011-2031 and Sections 2, 12 and 14 of the NPPF 2023.

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 windows at first floor level on the north-east and south-west elevations of the house to serve the en-suite and bathroom 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.

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: 30 July 2026	