

DELEGATED FILE NOTE

CASE OFFICER: ...Tabitha Kaye.....

APPLICATION REFERENCE	BRIEF DESCRIPTION OF DEVELOPMENT	APPLICATION SITE
26/01963/FPH	Alterations to existing garage to include front extension and replacement roof to facilitate conversion into habitable accommodation following demolition of existing rear conservatory. Rear pitch roof including insertion of two side rooflights and alterations to fenestration.	20 Longmead Letchworth Garden City Hertfordshire SG6 4HP

Submitted Plan Nos

Location Plan Existing Elevations Existing Floor Plan Proposed Elevations Proposed Floor Plan Existing and Proposed Roof Plan

SECN5 Meeting the challenge of Climate Change

SECN14 Achieving well-designed places

D1 Sustainable design

D2 House exts, replcmnt dwellings outbuild

D3 Protecting living conditions

T2 Parking

2.0 **Relevant Site History**

2.1 No relevant site history.

3.0 **Representations**

3.1 **Neighbour representations** – none received.

3.2 **Letchworth Garden City Heritage Foundation** – no comments received.

4.0 **Planning Considerations**

4.1 **Site and Surroundings**

4.1.1 The site accommodates a detached, single storey bungalow on Longmead, Letchworth Garden City. The site benefits from a front driveway and garden, as well as a rear garden.

4.2 **Proposal**

- 4.2.1 The proposal looks to alter and extend the existing attached side garage to create a kitchen/study room. The proposal would include a rear pitch roof over the extension, to include the insertion of two side rooflights, one rear rooflight, and alterations to the fenestration.

4.3 **Key Issues**

- 4.3.1 **Principle:** the site is within the Letchworth Garden City settlement boundary, where development is acceptable in principle.
- 4.3.2 **Design and impact on local character:** The proposed extension would replace the existing side garage and would run along the side (east) boundary. The extension would sit flush with the front and rear building lines. The extension would continue the existing eaves height and would not exceed the width of the existing side garage. The alterations to the fenestration are acceptable and the proposed rear roof light would sit comfortably within the existing roof. Proposed materials match existing materials in the street scene. The proposal therefore accords with Policies D1 and D2 of the NHLP.
- 4.3.3 **Impact on neighbours:** The proposed roof lights would be positioned above 1.7m to mitigate overlooking impacts. The fenestration alterations would not intensify the existing relationship between the site and neighbouring properties. The single storey side extension would not cause unacceptable overbearing or overshadowing impacts to the east. The proposal therefore accords with Policy T2 of the NHLP.
- 4.3.4 **Parking:** The proposal would not increase the number of habitable rooms or alter the existing parking arrangements. The proposal therefore accords with Policy T2 of the NHLP.
- 4.3.5 **BNG:** 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.
- 4.3.6 **Climate change:** The proposed development is not large enough in scale to cause significant implications for the local environment in terms of carbon emissions and therefore complies with Policy D1 of the NHLP and Section 14 of the NPPF.

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 applicable

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.

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: 6 October 2026	