

Ashley, The Glade, Letchworth Garden City, Hertfordshire, SG6 3LN

Date: 24 June 2026

Planning Application Details

Local Planning Authority (LPA): North Hertfordshire District Council
Application reference number: 26/000852/FPH
Address of proposed development: The Glade, The Glade, Letchworth Garden City,
Hertfordshire, SG6 3LN

Description of proposed development:

Installation of first floor timber balcony to side elevation following demolition of existing side element, alterations to fenestration and external rendering. Erection of detached outbuilding and green house following demolition of existing detached outbuilding. Creation of additional vehicular access.

Our interest in the application

We live at the address above and are directly opposite the application site. We have a connection to the Glade since the 1980s as longstanding residents of the town. We ourselves have lived in The Glade since 2011, having purchased the property from our father who owned it from around 1989 when Tim was 15 years old. Prior to that Rothia grew up in Willian and spent much of her childhood and teenage years visiting The Glade frequently due to family connections with previous owners of Ashley, Hall Barn, and Old Elms.

Our objections

We are supportive of the need to modernise and improve the existing property internally and appreciate the consideration of the design detail to facilitate the internal changes on the external elevations. We also welcome the reinstatement of the greenhouse and the pool house as proposed.

However, we are writing to object to two elements of the planning application cited above: specifically:

- The addition of the balcony
- The addition of vehicular access.

The project stands in a designated Conservation Area and the building and its curtilage are Grade II listed. We understand that NHDC has a requirement to ensure compliance with legislation (The Planning (Listed Buildings and Conservation Areas) Act 1990) which states of the need to preserve or enhance the character or appearance of areas of special architectural or historic interest.

Grounds for objection

We refer to the following documents to substantiate our grounds for objection:

- a. National Planning Policy Framework
<https://www.gov.uk/guidance/national-planning-policy-framework/12-achieving-well-designed-places>
- b. NHDC – Letchworth Conservation Area Appraisal
<https://www.north-herts.gov.uk/letchworth-conservation-area>

- c. Letchworth Heritage Foundation – Design Principles Character Area
<https://www.letchworth.com/your-home/forms-guides/design-principles-heritage-character-area/>
- d. North Herts District Council Local Plan 2011-2031 – appendix 5
<https://www.north-herts.gov.uk/north-herts-local-plan-2011-2031>
- e. Letchworth Heritage Foundation – Scheme of Management
<https://www.letchworth.com/your-home/forms-guides/scheme-of-management/>
- f. Historic England Making Changes to Heritage Assets Advice note 2 (HEAN 2)
<https://historicengland.org.uk/images-books/publications/making-changes-heritage-assets-advice-note-2/>

ADDITION OF VEHICULAR ACCESS

We object to the addition of vehicular access per the plans submitted on the following grounds :

1. Impact on the Character and Appearance of the Area
2. Impact on Neighbouring Properties
3. Flood Risk and Drainage
4. Heritage and Conservation
5. Trees, Ecology and Green Space

The Heritage statement provided by Rosebury proposes provision for 7 vehicles. The need for car parking was not a requirement envisaged by the original designers, and we acknowledge that modern living has increased the need for car parking spaces. The average UK household has 1.2 to 1.3 cars. It must be accepted that the requirement for 7 parking spaces is an excessive number of vehicles for any household and certainly beyond the scope of planning provision for properties under current guidelines. The existing driveway opens up to two areas from the main single drive forming a T-shape, it already has the ability to park at least 6+ cars. There is also a garage that has space for 4 vehicles.

In opening up the driveway to one of such significant size is disproportionate, particularly to neighbouring properties driveways, and would impact enormously the specific character and appearance of the area. This is out of keeping with design principles particularly of Area 6 houses within Letchworth (see NHDC's Letchworth Conservation Area Appraisal). Some properties with a very narrow frontage to the main access road have in / out driveways, but there are very few, and those of sufficient length and turning space such as those on The Glade were not designed with in/out driveways. Certainly there is no main road of concern, and we have been driving in and out The Glade driveways as they stand for decades without any issues.

In addition the following has already been or will be severely impacted:

- Maintenance of the Greensward

There are two issues relating to the greensward.

All properties on The Glade have a proportion of their plots allocated to 'greensward'. This greensward was defined by a hedgerow, as can be seen on the attached drawing.

All residents of Letchworth Garden City are bound by the Scheme of Management. The previous owner of The Glade removed his hedgerow during the 1980s without formal planning permission and in direct contravention of the requirement of the Design Principles and guidance. My understanding from the Scheme of Management is that the liability for this carries forward under the new owners. Per the above, under LGC Design Principles hedges that have been removed (for whatever reason) should be replaced.

The residents of all properties bordering The Glade, of which three accessed from Letchworth Lane and Hitchin Road, have all dutifully and respectfully adhered to the requirements of the Scheme of Management. We would be delighted for the gardens to be reinstated as such, along with the hedgerow along the area defined, to return the entirety of the greensward to recreate a vista to be enjoyed by residents and visitors.

The visual continuity of the public greensward is a critical feature of the local heritage, and very specifically The Glade (the lane) itself. To remove this visual continuity by stripping out hedges and a tree to extend the driveway is directly against these principles.

In addition, Historic England treats the grounds of a listed building with the same level of protection as the walls of the house itself. They stress that the setting of a heritage asset contributes significantly to its significance. Open laws, historic gardens and domestic green spaces are often explicitly protected features which is backed up by the application of the requirement to maintain the greensward as set out in the LGC Scheme of Management.

- Removal and non replacement of existing hedges, bushes and shrubs

In applying to lay a new driveway to form an in / out access to the property the owner will be removing trees, bushes, and green space all of which make a contribution to the local environment, but are equally important to the design principles governing Letchworth Garden City.

The development has already resulted in the loss of trees, bushes as work was started to clear space on the driveway when The Glade's new owner took possession early in 2026. This was undertaken without the appropriate permissions and would appear to be a pre-emptive move prior to the submission of planning documentation to begin the process of altering the space ahead of any planning visits.

To the left hand side healthy bushes, shrubs and hedging which were concealing the large garden shed from view have also been removed, including a very large laurel that was removed slightly down from the opening to the driveway. This hedge stands directly in the location where the additional vehicular access has been located on the plans.

These bushes were home to nesting birds, foxes and other wildlife. Apart from a section of the laurel which was dying, these were all very healthy, some standing around 4m in height providing privacy between the lane and the house.

Letchworth Garden City design principles state that if a hedge dies it should be replaced using suitable hedging plants to be agreed. To date none of the removed hedges have been reinstated.

To the right hand side healthy bushes, shrubs and hedging have been removed since the owner took possession, the original driveway boundary edging has also been broken out to further expand the driveway space. It must be noted that this work has now increased the area to the right hand side of the driveway enabling greater space for vehicle movement in and out of the driveway, mitigating the need to create an additional exist drive.

- Materials for the driveway are wholly inappropriate to the local vernacular

There are insufficient and contradictory references to the materials proposed for the driveway. Section 4.3 of the Heritage Statement refers to 'additional gravel driveway to match existing', yet the application form states light coloured gravel on a resin bed (Section 10. Materials).

Changing the existing driveway surface from its existing traditional gravel to a modern resin composite fundamentally changes the character and setting of a Grade 2 listed building. The perfectly uniform, smooth sheen looks distinctly modern, and out of character for the lane and it's locality. There is also no mention of a lighting plan – any of which would equally be detrimental to the existing street scene, intention and atmosphere for The Glade (the lane).

Grade II listing treats the grounds of the building with the same level of protection as the walls of the house itself and the removal of grassed areas to install a modern driveway would not only violate the streetscape character but breach the land covenant set out in the Letchworth Scheme of Management.

- Flooding risk

As a result of the lack of detail with regard to the driveway materials, there is a failure to demonstrate that sustainable drainage system has been properly considered which is contrary to planning requirements.

Given that the area towards the bottom of the land, bordering The Glade's open grass area, regularly floods during periods of heavy rain this could potentially serve to increase the amount of floodwater running downwards.

ADDITION OF THE BALCONY

We object on the following material planning grounds:

1. Impact on the Character and Appearance of the Area
2. Impact on Neighbouring Properties
3. Heritage and Conservation

In support of the Letchworth Conservation Area's designation, the current Local Plan refers to the Garden City design principles of Letchworth and urges that development proposals should be in sympathy with the traditional buildings of Letchworth and should clearly show that Garden City design principles have been taken into account.

Firstly, the proposed balcony does not comply with the guidance and legislation per the above cited documents. It would be harmful to the established character and appearance of the properties situated on The Glade. Specific to our property it will lead to a **direct loss of privacy**. The positioning and size of the balcony gives direct line of sight across into the garden where our underage children, family and friends have the right to enjoyment of our property in private.

Secondly, the proposed balcony is out of keeping with surrounding properties on The Glade. We understand that the owners of Glaed Hame have been consulted as they have an original balcony to a side elevation. However, Glaed Hame is not a property that is part of the lane of The Glade, is accessed via a separate lane from another road entirely and is not visible from any street view at all, nor overlooked, being a completely private plot. The balcony is also not located on a principal façade but to a more private rear façade, in keeping with the original Design principles.

The Heritage Statement provided by Rosebury states that, "by ensuring no external changes are made to the front façade of the building and that materials are consistent with the existing fabric, the scheme has a neutral impact on the Grade 2 significance."

Historic England defines the Principal Façade as "the face of the building designed by the original architect to be the "main showpiece" or primary presentation of the house." Adding a balcony to the highly detailed, historically symmetrical principal facade will ruin the primary architectural composition. The proposed drawings clearly show the addition of the balcony to the front or Principal Façade of the building, in direct contradiction of Historic England guidance.

The Heritage statement provided by Rosebury also suggests that the "timber balcony will give the elevation an arts and crafts feel supporting the restoration of this elevation to match what the Architect originally designed." Further, LGC Design Principles (p22) for the Character Area says that "*in general balconies were not widely used as a building feature, although there are some interesting exceptions. Therefore balconies will usually only be accepted where this feature is*

found on the property, or within its context and it will not damage the character and quality of the existing building or its setting.”

The original design did not have a balcony on any elevation of the property. Under both Historic England and LGC Design Principles guidance this is considered an addition, which clearly, by its size, location and proportion does alter the front/principal façade, as well as the elevation facing the access road.

It is our firm view that the addition of the new feature to the principal façade contravenes guidance provided by the three key organisations under whom planning and design principles fall - Historic England, North Herts District Council and the Letchworth Heritage Foundation, more significantly it will lead to a direct loss of privacy.

INCONCISISTENCIES AND OMISSIONS

There are several concerns with regard to inconsistencies and omissions from either the Planning Application form and the Heritage Statement.

Section 3 of the Planning Application form requires a description of the proposed works but there is scant detail.

- Double glazed heritage style units are mentioned but the material is not specified – door materials are also not specified.
- The outbuilding does not specify which material is to be used.
- Lounge to then have a side wall extended within the canopy area – this does not appear to accommodate the balcony area?
- On the drawings a new window has been included to the side of the chimney stack – this has been omitted from the details
- Inconsistency on the type, nature and design of the additional driveway.

Pre-application advice from NHDC does not appear to include the driveway or the balcony additions.

Finally, the NHDC website states that the Council is required by legislation to notify neighbouring households that an application has been received. This will usually be carried out by sending a letter. We have not received such a piece of correspondence.

The owner of The Glade has not formally approached us to present the plans prior to submission which could assist with the planning process. This is set out in the NPPF para 137/197 with regard to early and proactive engagement with the community.

PROCEDURAL CONCERNS AND CONCLUSIONS

For the reasons set out above, I respectfully ask the Local Planning Authority to REFUSE this application with a view to resubmitting without the driveway or balcony. The proposed development would cause significant and demonstrable harm to:

- The character and appearance of the area taking into account its building of special status, in a conservation area and as a Grade 2 listed building;
- The amenity of neighbouring residents resulting in loss of privacy
- Risk of flooding and the impact on surrounding green spaces

Should you be minded to grant permission notwithstanding these objections, I request that I am notified and given the opportunity to make representations at any Planning Committee hearing. I

reserve the right to supplement these representations with further information prior to a decision being made.

Yours sincerely

A black rectangular box redacting the signature of Rothia Haywood.

Rothia Haywood

A black rectangular box redacting the signature of Tim Haywood.

Tim Haywood