



PETER GEORGE TOWN PLANNING

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10 July 2025

Development Control
North Hertfordshire District Council
Gernon Road
Letchworth Garden City
SG6 3JF

Dear Sir/Madam,

Planning Statement: Coach House, Park Lane Court, 2 Park Lane, Knebworth, SG3

6EW

**Conversion of second floor of existing coach house to form a one-bedroom flat with associated external and internal alterations including dormer windows and roof-lights.
Installation of garage doors to enclose covered parking area.**

Introduction & Background

Peter George Town Planning has been instructed by Mr P Carter to make a planning application to North Hertfordshire Council (the Council) for the development as described above.

Documents enclosed with the application submission include:

- Drawings ODC.25/04/01-03 **Octagon Design & Consultancy**
- Covering Letter/ Supporting Statement **Peter George Town Planning**
- Application form and requisite fee

The Application Site



The application site comprises the former Hamilton Billiards and Games. It is located in the centre of Knebworth adjacent to Knebworth Railway Station. The site was redeveloped in the late 2010's for a development comprising a detached apartment building and the conversion and extension of an existing building (The Coach House) within the rear part of the site to create a covered parking area and a two-bed flat. The development is known as Park Lane Court.

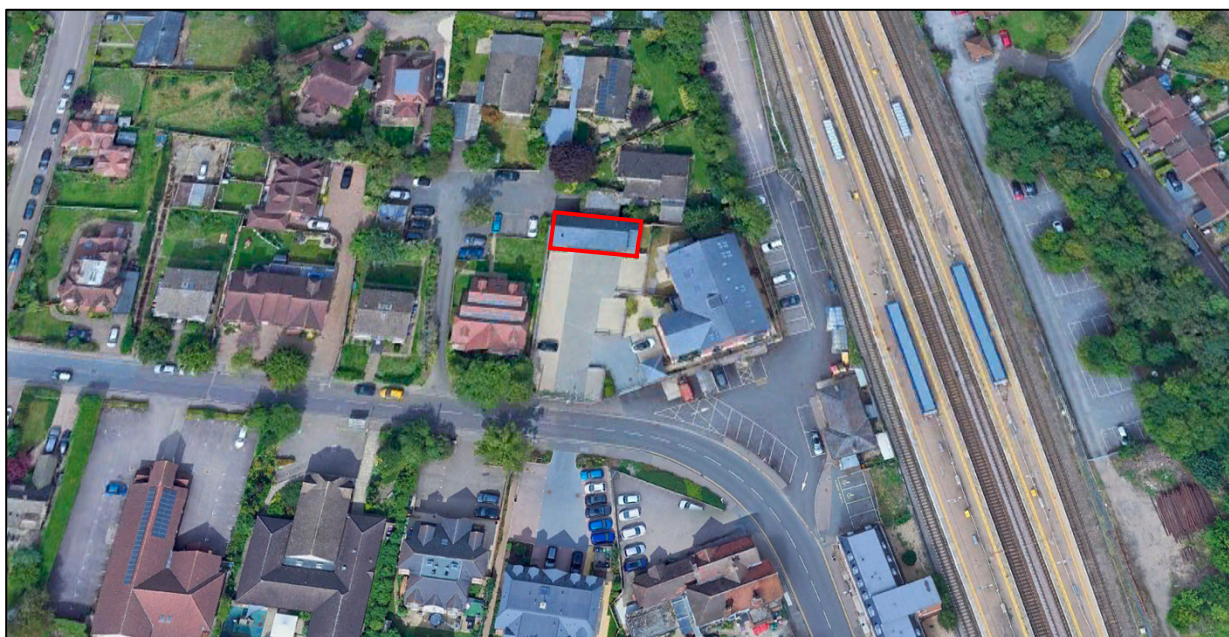


Figure 1 - The Application Site

The site is bounded by the railway line to the east of the site and is otherwise largely surrounded by residential properties. Other than the railway station, The Station PH is the main outlier in terms of non-residential uses in the general vicinity. Knebworth has a small shopping area which is largely focused on a short section of London Road within the heart of the village. The commercial heart of the village lies within walking distance of the site.

The site does not lie within a conservation area. There are no listed buildings on or near the application site.

Planning History

Ref.	Proposal	Decision Date
21/01014/FP	Alterations to roof of existing buildings to provide 1 x 1 bed and 1 x 2 bed additional flats including 3 additional parking spaces	Granted 22/09/2021
18/02515/S73	Residential development of 10 units comprising 9 x two bed flats, conversion and part two storey/part single storey side	Granted 14/12/2018



	extension to existing building at the rear of the site to provide 4 parking spaces and cycle store at ground floor with 1 x 2 bed flat over and 18 car parking spaces within site following demolition of existing buildings. Repairing and raising of existing wall on northern boundary to 2.5 metres in height and repairing and raising of existing wall to western boundary to 2.1 metres in height. Section 73 Application: Variation of condition 11: Changes to the external and internal appearance of the scheme pursuant to planning permission 17/00883/1 granted 09/08/2017 and as amended by 18/01468/NMA granted 28/06/2018) – Conditional Permission granted on 14/12/2018.	
18/02993/NMA	Amendments to the landscaping scheme (as Non-Material Amendment to Planning Application 18/00992/RM granted on 25/07/2018).	Granted 22/11/2018
18/02992/NMA	Alterations to the external appearance of the detached building adjacent to the northern boundary of the site (as Non-Material Amendment to Planning Application 17/00883/1 granted on 09/08/2017).	Granted 22/11/2018
18/00992/RM	Reserved matters application for approval of landscaping details for outline planning application 17/00883/1 granted 09.08.2017 for residential development of 10 units comprising 9 x two bed flats, conversion and part two storey/part single storey side extension to existing building at the rear of the site to provide 4 parking spaces and cycle store at ground floor with 1 x 2 bed flat over and 18 car parking spaces within site following demolition of existing buildings. Repairing and raising of existing wall on northern boundary to 2.5 metres in height and repairing and raising of existing wall to western boundary to 2.1 metres in height.	Granted 26/07/2018



17/00883/1	Outline planning application (landscaping reserved) for residential development of 10 units comprising 9 x two bed flats, conversion and part two storey/part single storey side extension to existing building at the rear of the site to provide 4 parking spaces and cycle store at ground floor with 1 x 2 bed flat over and 18 car parking spaces within site following demolition of existing buildings. Repairing and raising of existing wall on northern boundary to 2.5 metres in height and repairing and raising of existing wall to western boundary to 2.1 metres in height – Granted Conditional Permission on 09/08/2017 – Conditional Approval of Details issued on 25/07/2018.	09/08/2017
16/01557/1	Outline application (landscaping reserved) for residential development of 12 dwellings comprising of 9 x two bed flats; conversion of existing building at rear of site to provide 4 car parking spaces at ground floor with 1 x bed flat over and 9 parking spaces within site, detached two storey building to provide 2 x three bed semidetached cottages following demolition of existing buildings. Repairing and raising of existing wall on northern boundary to 2.5 metres in height and repairing and raising of existing wall to eastern boundary to 2.1 metres in height (amended description and amended plans received 6.10.16).	Refused 21/12/2016

The Proposal

The proposed development can be described as follows:

“Conversion of second floor of existing coach house to form a one-bedroom flat with associated external and internal alterations including dormer windows and roof-lights. Installation of garage doors to enclose covered parking area.”

Conversion of the Existing Second Floor of The Coach House

It is proposed to convert the existing second floor above the existing two-bedroom flat to create an additional one-bedroom unit. The unit would have a gross internal area of



58m², with other habitable spaces having been designed to accord with the Nationally Described Space Standards. It is proposed to construct two dormer windows to the front roof-slope and insert a number of rooflights in association with the proposed change of use. These would have a design and materiality in keeping with the existing building.

Installation of Garage Doors

It is proposed to install garage doors to the front elevation of The Coach House thus providing security for the parking area. The proposed garage doors would be fibreglass anthracite grey to match existing windows and cladding.

Relevant Planning Policy

Applications for planning permission should be determined in accordance with the development plan unless material considerations indicate otherwise. The development plan for the area comprises the **North Hertfordshire Local Plan 2011-2031**.

Policies relevant in this case are:

- Policy SP1: Sustainable Development in North Hertfordshire
- Policy SP2: Settlement Hierarchy
- Policy SP6: Sustainable Transport
- Policy SP8: Housing
- Policy SP9: Design and Sustainability
- Policy D1: Sustainable Design
- Policy D3: Protecting Living Conditions
- Policy T1: Assessment of Transport Matters
- Policy T2: Parking

Other Relevant Documents

- Vehicle Parking at New Development SPD September 2011

The **National Planning Policy Framework** (2024) sets out planning policies for England and how these are expected to be applied. The Framework places at its heart an emphasis on granting planning permission for sustainable development; sustainable development being that which contributes to economic, environmental and social ambitions. The online **Planning Practice Guidance** is also a material planning consideration where relevant.



Planning Analysis

Conversion of the Existing Second Floor of The Coach House

Five-Year Housing Supply

The Council are currently unable to demonstrate a five-year supply of land for housing. Accordingly, the 'tilted balance' in paragraph 11d is engaged and planning permission should be granted unless the adverse impacts of doing so would significantly and demonstrably outweigh the benefits. Due consideration should be given to this in the consideration of the application.

Principle of Development

Knebworth is defined in the North Herts Local Plan 2011-2031 (LP) as a large village. Within large villages, and as per LP Policy SP2, new residential development is supported in principle. Accordingly, the success of the application should come down to the detailed planning considerations which are discussed below.

Effect on the Character and Appearance of the Area

Policy & Legislative Background

Section 12 of the Framework requires that new development is of a high standard of design and appropriate in the local context. This aim is broadly reflected within Policies SP9 and D1.

Visual Impact

The proposed external alterations proposed in association with the proposed conversion of the second floor would be modest and would be in keeping with the character, form, design and materiality of the existing building. With respect to the proposed dormer windows, these would be small in the context of the roof and have a modest projection. As a result, they would not dominate the roof slope and be well-proportioned. Other external alterations would involve the insertion of a small number of rooflights, but these would be small and have little visual impact.

Quality of the Living Accommodation

In terms of the suitability of the proposed accommodation, the proposed apartment would have a GIA of 58m² which would be in excess of the minimum sizes set out in the



NDSS. The proposed bedroom would moreover be compliant with the NDSS in terms of its area and dimensions.

Proposed dormer windows and rooflights are proposed in addition to those that already exist in order to ensure that the main habitable rooms have sufficient natural light and ventilation. This includes two dormer windows to the main living space, two rooflights to the bathroom, and two rooflights to the proposed bedroom. This would ensure a sufficient standard of residential accommodation.

Summary

In accordance with the above, it is submitted here that the proposed development would be acceptable in design terms in compliance with Section 12 of the Framework and LP Policies SP9 and D1.

Impact on Neighbouring Properties

The proposals have been designed to ensure no adverse impact on the living conditions of neighbouring properties. The proposed dormer windows would face south over the existing parking area to Park Lane Court and would thus not overlook neighbouring properties. New rooflights would be at a high level and would thus not cause any loss of privacy to neighbouring properties.

Highways & Car Parking

Given the highly sustainable location, it is not proposed to deliver any allocated parking with the proposed one-bedroom apartment. It is considered that this approach is consistent with the Council's parking standards SPD which indicates that a reduction in parking is appropriate in sustainable locations and would moreover be consistent with a range of appeal decisions for new residential developments in highly sustainable locations within North Hertfordshire.

Installation of Garage Doors

The ground floor of the existing Coach House contains four parking spaces; all of which are allocated in association with the two-bed flat above. In any event, it is proposed to install garage doors to the front elevation of the Coach House to provide secure parking area for cars. Visually, the impact of this would be negligible whilst, from a practical



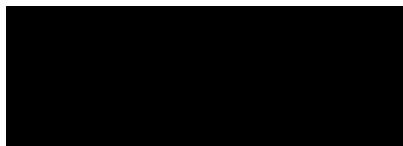
standpoint, the proposed parking spaces would continue to be able to be used for parking. Accordingly, it is not considered that there should be any material planning objections to this aspect of the proposed development.

Summary & Conclusions

This letter supports a planning application for 1) the proposed conversion of the existing second floor flat to create a two-bedroom apartment and 2) the installation of garage doors to the ground floor to enclose the existing covered parking area. For the reasons discussed in this letter, it is considered that the various aspects of the proposed development would be acceptable in planning terms, and we look forward to a positive recommendation.

Please contact me if you require any further information in order to determine the application.

Yours sincerely,



Tom Donovan BA(Hons) MA MRTPI, Director

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